

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO.	
6. ISSUED BY HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (If other than Item 6) HPOD		5. PROJECT NO. (If applicable)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ADVANTAGE LEASING ASSOCIATES, LLC Attn: ARNOLD WOLLMAN 110 WEST RD STE 500 TOWSON MD 21204		(x)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 799838149		FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x		10A. MODIFICATION OF CONTRACT/ORDER NO. GS-30F-0003L EP-G17H-00966	
				10B. DATED (SEE ITEM 13) 05/02/2017	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

See Schedule

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return _____ copies to the issuing office.**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

DUNS Number: 799838149

IGF::OT::IGF

The purpose of this modification is to add GSA breakdown, add the period of performance and add a new COR as follows:

The Period of Performance for base (6/13/2017-6/12/2018)

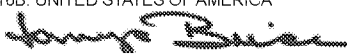
Item # 106- 2017 Chevrolet Suburban

PBI / Ex. 4

OPEN MARKET

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Tanya Brice	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	16C. DATE SIGNED 05/05/2017

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED GS-30F-0003L/EP-G17H-00966/001	PAGE	OF
		2	3

NAME OF OFFEROR OR CONTRACTOR
ADVANTAGE LEASING ASSOCIATES, LLC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>DC tags PBI / Ex. 4</p> <p>Extra mileage PBI / Ex. 4</p> <p>Addl. equipment- PBI / Ex. 4 (LT model, Wi-Fi, GPS navigation, Leather interior, 2nd row bucket seats)</p> <p>Total monthly payment PBI / Ex. 4</p> <p>COR: Thomas.sharp@epa.gov TOCOR: Thomas Sharp LIST OF CHANGES: Reason for Modification : Change Order</p> <p>IGF::OT::IGF The purpose of this modification is to add GSA breakdown, add the period of performance and add a new COR as follows:</p> <p>The Period of Performance for base (6/13/2017-6/12/2018)</p> <p>Item # 106- 2017 Chevrolet Suburban PBI / Ex. 4</p> <p>OPEN MARKET</p> <p>DC tags - PBI / Ex. 4</p> <p>Extra mileage PBI / Ex. 4</p> <p>Addl. equipment- PBI / Ex. 4 per month (LT model, Wi-Fi, GPS navigation, Leather interior, 2nd row bucket seats)</p> <p>Total monthly payment - PBI / Ex. 4</p> <p>COR: Thomas.sharp@epa.gov</p> <p>LIST OF CHANGES: Reason for Modification : Change Order Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$30,600.00 Contracting Officer Representative changed from Brenda Randall to Thomas Sharp TOCOR (Task Order Contracting Officer's Representative) changed to : Thomas Sharp Continued ...</p>				

CONTINUATION SHEET	REFERENCE NO. OF DOCUMENT BEING CONTINUED	PAGE	OF
	GS-30F-0003L/EP-G17H-00966/001	3	3

NAME OF OFFEROR OR CONTRACTOR

ADVANTAGE LEASING ASSOCIATES, LLC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>Alternate COR/Project Officer changed to : Thomas Sharp</p> <p>LIST OF CHANGES: Reason for Modification : Change Order Period Of Performance Start Date Added : 06/13/2017 Period Of Performance End Date Added : 06/12/2018 Total Amount for this Modification: \$0.00 New Total Amount for this Version: \$0.00 New Total Amount for this Award: \$30,600.00 Contracting Officer Representative changed from Brenda Randall to Thomas Sharp</p> <p>TOCOR (Task Order Contracting Officer's Representative) changed to : Thomas Sharp Alternate COR/Project Officer changed to : Thomas Sharp</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Period of Performance: 06/13/2017 to 06/12/2018</p>				

Message

From: Allen, Reginald [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=799C3B0558E14130B17C66B2533548BA-ALLEN, REGI]
Sent: 4/17/2017 12:30:22 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]; Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
CC: Reeder, John [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=aa56f6b0d507483fba530f3abbf6c94f-JREEDER]
Subject: FW: 2017 Chevy Suburban
Attachments: 20161223_113859.jpg; 20161223_113605.jpg; 20161223_113554.jpg; 20161223_113832.jpg; 20161223_113634.jpg; 20161223_113612.jpg; 20161223_114106.jpg; 20161223_113826.jpg; 20161223_113709.jpg

Brenda / Lenée

The PSD guys sent me this as they are trying to speed up getting a Suburban for the Administrator – need to be able to explain the rules around these types of acquisitions to them with specific chapter and verse from the FAR.

Can you lay that out for me in terms of what we can do and NOT do.

Reggie

*Reginald E. Allen
 Director, Administrative and Executive Services
 Office of the Administrator
 U.S. Environmental Protection Agency
 Office 202-564-0444
 Direct 202-564-1029
 Cell 202-306-2879*

From: (b) (6) John
Sent: Wednesday, April 12, 2017 5:13 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>
Subject: 2017 Chevy Suburban

Good Afternoon Gentlemen,

I just got off the phone with Mike Kraupp from Flex Fleet Rental and he indicated that he has two 2017 suburban's for sale with low mileage. There is one issue though, they cannot be sold until June. It has to do something with the manufacture, but we can lease them until June and then purchase them for \$60,000 each. If we had Mr. Kraupp order a suburban for us at this point it would take about 8 weeks to receive. Here are the particulars on one of the vehicles. If you need additional information please let me know.

2017 Chevy Suburban/ Blk
 Grey Leather Interior
 Z-71 - package for off-road capability (4x4)
 Mileage - 400 miles (both)

Purchase price \$60,000
 Lease per month \$2800

Transfer fee from Salt lake to DC \$1200

Contact Information:

Michael Kraupp
President and Chief Executive Officer
Flex Fleet Rental, LLC
1885 West 2100 South, Suite 250
Salt Lake City, Utah 84119
Office: 801-386-9770

Personal Phone / Ex. 6

mkraupp@flexfleetrental.com

www.flexfleetrental.com

V/r

Personal Security Detail / Ex. 6

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Message

From: Allen, Reginald [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=799C3B0558E14130B17C66B2533548BA-ALLEN, REGI]
Sent: 4/14/2017 7:27:28 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Ellison, Mardiko [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=872fce8a91fd488bb3b3b23c83ba4a82-MELLIS02]; Morina, Lenae [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Re: Revised Quote -- 2017 Suburban

Don't see where we have a choice - 20k per year.
 Let me know when all is in contracting so we can push
 Thanks
 Reggie

Reginald E. Allen, SES
Assistant Deputy Chief of Staff
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

On Apr 14, 2017, at 3:22 PM, Randall, Brenda <Randall.Brenda@epa.gov> wrote:

Good afternoon Mr. Allen,

I hope you enjoyed your time away from the office. I requested a revised quote from the lease company to adjust the annual mileage usage. The current mileage plan is 15K/yr. (41 miles/day). This new vehicle will be used 24/7 and will travel more than 41 miles/day. I checked the mileage totals on the Tahoe and based on the current usage, we will exceed the minimum \$15K within 5-7 months if not sooner. Any overage after the \$15K is \$0.18/mile.

My recommendation is to lease the \$20K/yr. mileage option, to help absorb some of the additional mileage costs. Unfortunately, the lease companies do not offer unlimited mileage plans. After reviewing the revised proposal, please send me an email indicating if you would like you keep the \$15K mileage plan or switch to the \$20K mileage plan. Please see below the increase in costs. Please let me know if you have any additional questions. Thanks, Brenda

Here is a quick summary of the vehicle Specifications:

Equipment Package D:

12 Month Base, Option Years one (1) and two (2) - (we have the option to exercise the options or not without penalty – that's why the Base Year total is front loaded and the subsequent options decrease). Below are the cost for the Option Periods. (NO CHANGE)

Fixed Price Lease:

Fixed price means the monthly price will remain the same throughout the 36 month term. If the EPA terminates this agreement, before the end of the lease, the EPA will possibly be assessed a penalty;
(NO CHANGE)

Vehicle Lease Options

Factory Ordered Vehicle:

Fixed Term Lease:

36 Months

Equipment Package D:

2017 Chevy Suburban LT, 4WD, E85
(\$15K mileage annual – Overage \$0.18/mile)

\$1,053.00/month

Annually \$12,636.00/3 Yrs. \$37,908.00

NEW Fixed Term Lease:

36 Months

Equipment Package D:

2017 Chevy Suburban LT, 4WD, E85
(\$20K mileage annual – Overage \$0.18/mile)

\$1,180.00/month

Annually \$14,160.00/3 Yrs. \$42,480.00

Other Replacement Costs (NO CHANGE)

2017 Suburban (Tags, Title and Registration/costs for Base Period) -- \$400.00
2017 Chevy Suburban (Install Law Enforcement Lights) (LEL) & window tinted -- \$3,200.00
2011 Malibu (remove the LEL) -- \$600.00
Potentially incurred cost from GSA (Malibu car cleaning/repairs, etc.) -- \$1,000.00

Message

From: Randall, Brenda [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=C12608BC3E3F4E56BF9AFC0D1558B1F4-BRANDALL]
Sent: 3/21/2017 2:19:35 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
CC: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]; Ellison, Mardiko [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=872fce8a91fd488bb3b3b23c83ba4a82-MELLIS02]
Subject: Tahoe Request

Good morning Mr. Allen,

The EAS Procurement Request to lease the 2017 Tahoe has been completed and submitted to Mardiko for funding and approval. Mr. Allen, if you have any additional questions, please don't hesitate to give me a call. Thanks, Brenda

Very Respectfully,

Brenda R. Randall
Facilities Management & Services Division
Headquarters Services Branch
(Office) 202-564-4518

"Everyday is a day of new Mercy, we should treat it as if it's our last"

Message

From: Dan MacDonald [dan@districtfleet.com]
Sent: 3/10/2017 5:34:24 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: 2017 Tahoe Lease

Brenda,

Happy Friday!

Do you have any updates regarding this mission requirement?

V/R

Dan MacDonald
District Fleet

From: Dan MacDonald
Sent: Thursday, March 02, 2017 2:13 PM
To: 'Randall, Brenda' <Randall.Brenda@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: RE: 2017 Tahoe Lease

Brenda,

I have had several good discussions with my Chevrolet colleagues and they feel confident that we can fast-track a factory order in as soon as 45 days. My dealer affiliate recently completed a factory order E85 SUV in 42 days and believes we can get this vehicle expedited in the same manner. My team is still searching for in-stock vehicles, but this "fast-track" order solution would be my recommendation at this point in time. There are no guarantees, as this process usually takes 60-90 days, but I am talking to the right people and feel confident enough to pass this information along.

I will continue to explore solutions until a decision is made.

V/R

Dan MacDonald
District Fleet
202.257.3797

From: Randall, Brenda [<mailto:Randall.Brenda@epa.gov>]
Sent: Thursday, March 02, 2017 8:23 AM
To: Dan MacDonald <dan@districtfleet.com>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: RE: 2017 Tahoe Lease

Good morning Dan,

I will discuss this temporary option with my Supervisor and get back you. Thanks

From: Dan MacDonald [<mailto:dan@districtfleet.com>]

Sent: Wednesday, March 01, 2017 7:22 PM

To: Randall, Brenda <Randall.Brenda@epa.gov>

Cc: Morina, Lenée <Morina.Lenee@epa.gov>

Subject: Re: 2017 Tahoe Lease

Brenda,

We can get a non-flex fuel vehicle in less than 2 weeks, but the flex fuel vehicles are factory order only. I will see if somehow a dealer within 500 miles has one to "fast track" but otherwise it would be the 60-90 days.

I will make some calls tomorrow.

Dan.

On Mar 1, 2017, at 4:17 PM, Randall, Brenda <Randall.Brenda@epa.gov> wrote:

Hi Dan,

I remember you stated that it takes 60 days to secure the lease agreement for the 2017 Tahoe. Is there any flexibility in this timeline? Is it possible to put this request on the fast track, I need to get this vehicle ASAP? Please let me know immediately, I have to inform my Supervisor of your response. Please give me a call if you have any questions. Thanks, Brenda

Very Respecfully,

Brenda R. Randall
Facilities Management & Services Division
Headquarters Services Branch
(Office) 202-564-4518

"Everyday is a day of new Mercy, we should treat it as if it's our last"

Message

From: Dan MacDonald [dan@districtfleet.com]
Sent: 3/2/2017 7:13:19 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
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202.257.3797

From: Randall, Brenda [mailto:Randall.Brenda@epa.gov]
Sent: Thursday, March 02, 2017 8:23 AM
To: Dan MacDonald <dan@districtfleet.com>
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Facilities Management & Services Division
Headquarters Services Branch
(Office) 202-564-4518

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Message

From: Randall, Brenda [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=C12608BC3E3F4E56BF9AFC0D1558B1F4-BRANDALL]
Sent: 3/2/2017 1:22:42 PM
To: Dan MacDonald [dan@districtfleet.com]
CC: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: 2017 Tahoe Lease

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To: Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Morina, Lenée <Morina.Lenée@epa.gov>
Subject: Re: 2017 Tahoe Lease

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Brenda R. Randall
Facilities Management & Services Division
Headquarters Services Branch
(Office) 202-564-4518

"Everyday is a day of new Mercy, we should treat it as if it's our last"

Message

From: Randall, Brenda [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=C12608BC3E3F4E56BF9AFC0D1558B1F4-BRANDALL]
Sent: 2/2/2017 4:50:31 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: Administrators Vehicle Requires Option Exercise Before 2/4/17

Hi Lenée',

The CO says she will have it completed shortly. I will keep you informed. Thanks

From: Morina, Lenée
Sent: Thursday, February 02, 2017 11:08 AM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Administrators Vehicle Requires Option Exercise Before 2/4/17

Hi Brenda,

Just checking to see if this has been taken care of? Please advise.

Thanks

From: Dela-Cruz, Alexandria
Sent: Tuesday, January 31, 2017 10:06 AM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>; Gillikin, Pamela <Gillikin.Pamela@epa.gov>
Subject: FW: Administrators Vehicle Requires Option Exercise Before 2/4/17
Importance: High

Hi Brenda – FYI, please ensure the administrator's office increases their PR and let the group below know when it's in route.

Thank you,

Alexandria De La Cruz
 Immediate Office
 Facilities Management and Services Division
 Office of Administration
 1200 Pennsylvania Avenue, N.W.
 Washington, DC 20460

From: Wilson, Jessica
Sent: Tuesday, January 31, 2017 10:03 AM
To: Gillikin, Pamela <Gillikin.Pamela@epa.gov>
Cc: Dela-Cruz, Alexandria <Dela-Cruz.Alexandria@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Ward, Eric <ward.eric@epa.gov>
Subject: RE: Administrators Vehicle Requires Option Exercise Before 2/4/17
Importance: High

Hello Pamela I am working with my Contracting Specialist, Eric Ward to ensure Option Period II is exercised by Feb. 3th.

According the contract the Period of Performance is for \$9,180.00, however the PR that I have if for \$4,590.00. Please increase the PR in the amount of \$4,590.00, so that I may fully fund the Option Period.

PER the FAR 52.212-4 all Fixed Price Contracts when exercising the Option Period require full funds. As this being a fixed price contract, please increase PR-OARM-17-00136 to \$9,180.00 as soon as possible.

Should you have any questions or concerns please contact myself.

Thank you kindly & have an enjoyable day,

Jessica V. Wilson
Contracting Officer & Acting Team Leader

U.S. Environmental Protection Agency
OARM/OAM/HPOD/PCSC
Ronald Reagan Building #71223
1200 Pennsylvania Ave. NW Mail Code: 3803R
Washington, DC 20460
Phone: 202-564-2504
E-mail: wilson.jessica@epa.gov

From: Gillikin, Pamela
Sent: Monday, January 30, 2017 11:34 AM
To: Wilson, Jessica <Wilson.Jessica@epa.gov>
Cc: Dela-Cruz, Alexandria <Dela-Cruz.Alexandria@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Administrators Vehicle Requires Option Exercise Before 2/4/17

Thanks so much ☺!!!

Pamela Gillikin
US Environmental Protection Agency
OARM/OA
109 TW Alexander Drive, RTP, NC 27711
gillikin.pamela@epa.gov
Voice: 919-541-7954

Personal Phone / Ex. 6

From: Wilson, Jessica
Sent: Monday, January 30, 2017 11:31 AM
To: Gillikin, Pamela <Gillikin.Pamela@epa.gov>
Cc: Dela-Cruz, Alexandria <Dela-Cruz.Alexandria@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Administrators Vehicle Requires Option Exercise Before 2/4/17

Hello I will have the PR's added to the contract before 2/4/17.

Jessica V. Wilson
Contracting Officer & Acting Team Leader

U.S. Environmental Protection Agency

OARM/OAM/HPOD/PCSC

*Ronald Reagan Building #71223
1200 Pennsylvania Ave. NW Mail Code: 3803R
Washington, DC 20460
Phone: 202-564-2504
E-mail: wilson.jessica@epa.gov*

From: Gillikin, Pamela
Sent: Monday, January 30, 2017 11:25 AM
To: Wilson, Jessica <Wilson.Jessica@epa.gov>
Cc: Dela-Cruz, Alexandria <Dela-Cruz.Alexandria@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: FW: Administrators Vehicle Requires Option Exercise Before 2/4/17
Importance: High

Hi Jessica,

Please let us know if there is an issue with exercising the next option period of this contract. Please note that the current option period expires on February 4th (this Saturday).

Thanks-Pam

Pamela Gillikin
US Environmental Protection Agency
OARM/OA
109 TW Alexander Drive, RTP, NC 27711
gillikin.pamela@epa.gov
Voice: 919-541-7954

Personal Phone / Ex. 6

From: Dela-Cruz, Alexandria
Sent: Thursday, January 26, 2017 2:45 PM
To: Gillikin, Pamela <Gillikin.Pamela@epa.gov>
Cc: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: Administrators Vehicle Requires Option Exercise Before 2/4/17

Hi Pam – I just wanted to bring this to your attention, it wasn't on our (OARM's) list yesterday but the option expires Feb 4th, 2017. This is a contract managed by FMSD but funded by the Administrator's Office therefore it was listed under the Administrator's Office (OA) tab in the excel file we worked on yesterday.

AUTOFLEX, Inc. (Administrator's Leased Vehicle - Tahoe)
Option Expires – February 4, 2017
Contracting Officer: Jessica Wilson – 202- 564-2504
Requisition #: PR-OARM-17-00136

Justification: Request to Exercise the final Option Period on the Administrator's Leased Vehicle. This vehicle is exclusively assigned to the EPA Administrator. This vehicle is used to transport the Administrator from home to EPA, official meetings throughout the Metropolitan Area and meetings at the White House with the President.

Thank you,

Alexandria De La Cruz
Immediate Office

Facilities Management and Services Division
Office of Administration
1200 Pennsylvania Avenue, N.W.
Washington, DC 20460

Message

From: Randall, Brenda [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=C12608BC3E3F4E56BF9AFC0D1558B1F4-BRANDALL]
Sent: 1/26/2017 7:45:09 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: FW: AUTOFLEX - Exercise Option Info.

Hi Lenée,

This is what I sent to Alexandria this morning. Thanks

From: Randall, Brenda
Sent: Thursday, January 26, 2017 11:06 AM
To: Dela-Cruz, Alexandria <Dela-Cruz.Alexandria@epa.gov>
Subject: AUTOFLEX - Exercise Option Info.

Hi Alexandria,

AUTOFLEX, Inc. (Administrator's Leased Vehicle - Tahoe)
Option Expires – February 4, 2017
Contracting Officer: Jessica Wilson – 202- 564-2504

Justification:

Request to Exercise the final Option Period on the Administrator's Leased Vehicle. This vehicle is exclusively assigned to the EPA Administrator. This vehicle is used to transport the Administrator from home to EPA, official meetings throughout the Metropolitan Area and meetings at the White House with the President.

Message

From: Jackson, Benita [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=8C188F12A62945B4AC93B1FB5B1DE57E-JACKSON, BENITA]
Sent: 5/1/2017 5:26:24 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
CC: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: RE: Administrator's Vehicle

Lenee,

Yes, I've been working with Brenda on this project. She provided the additional quotes on Thursday. I was out on Friday. I should have it awarded by tomorrow morning.

Benita C. Jackson

Contracting Officer/Team Lead
 U.S. Environmental Protection Agency
 OARM/OAM/HPOD/ACSC
 (202) 564.2996 Office
 (202) 565.2554 Fax

From: Morina, Lenee
Sent: Monday, May 01, 2017 11:14 AM
To: Jackson, Benita <Jackson.Benita@epa.gov>
Cc: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: Administrator's Vehicle
Importance: High

Good morning Benita,

I hope all is well. I just left a meeting with Reggie Allen regarding the subject. Would you please confirm if you have begun to process the paperwork for the Suburban? I believe Brenda provided it to you last Wed or Thursday.

Thanks

Lenee' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304

Message

From: Collard, Erin [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D3AEA12E07AF4B6BA60740B6B3D08084-COLLARD, ERIN]
Sent: 5/11/2018 1:02:13 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: Administrator's Vehicle

Hi Lenée,

I spoke with Brenda about this issue. She informed me that she spoke directly with Michael Q and let him know that the contract and COR role had been transferred. She also let me know she had copied you on a number of emails both on this issue and the Omnifacs item.

Let me know if I can be of further assistance.

Thank you,
Erin

Erin Collard
Chief of Staff, Facilities Management Division
Office of Administration
US Environmental Protection Agency
EPA West Bldg, Room B200-B
1200 Pennsylvania Avenue, NW
Washington DC 20460
collard.erin@epa.gov
202-566-2655

Personal Phone / Ex. 6

From: Morina, Lenée
Sent: Thursday, May 10, 2018 5:20 PM
To: Collard, Erin <Collard.Erin@epa.gov>
Subject: FW: Administrator's Vehicle
Importance: High

Hi Erin,

Awhile back, Gayle made a decision to transfer the Administrator's vehicles to OECA to manage. Per the request, Brenda was responsible for transferring the files and designating a new COR. Per my communication with Brenda, she worked with Matthew Shepherd to make this happen. However, after speaking with Michael Quarles this afternoon, I am not certain that happened. Therefore, would you please check with Brenda tomorrow, should she come in to confirm this matter?

Thanks

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency

202-564-5304 (desk)

Personal Phone / Ex. 6

From: Morina, Lenée
Sent: Thursday, May 10, 2018 1:56 PM
To: Quarles, Michael <Quarles.Michael@epa.gov>
Cc: Randall, Brenda <Randall.Brenda@epa.gov>; Brice, Tanya <Brice.Tanya@epa.gov>
Subject: RE: Administrator's Vehicle

Hi Michael,

Brenda is out of the office today. I will give you a buzz after my 2pm meeting. I'm a little perplexed by your message as FMSD is no longer managing the Administrator's vehicles.

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

From: Quarles, Michael
Sent: Thursday, May 10, 2018 12:42 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Randall, Brenda <Randall.Brenda@epa.gov>; Brice, Tanya <Brice.Tanya@epa.gov>
Subject: Administrator's Vehicle

Hello Lenée,

I am trying to reach Brenda as we are getting short on time to exercise the option for the Administrator's Suburban. OA is unable to do the option since Brenda is the COR on the contract. Please have her contact me as soon as possible regarding this matter. Thank you.

Have a great day,

Michael G. Quarles
Acquisitions and Assistance Manager
Office of Administrative and Executive Services
US Environmental Protection Agency
1200 Pennsylvania Ave. NW
Washington, DC 20460
Mail Code 6202A
(202) 343-9970

Message

From: Collard, Erin [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D3AEA12E07AF4B6BA60740B6B3D08084-COLLARD, ERIN]
Sent: 7/23/2018 2:41:07 PM
To: Boyle, Norman [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=f7d8cf9bd4e04914a96c3acec121c247-NBoyle]; Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
CC: Bowling, Danita [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=27e9aec8a82f4445a14f742c0cc20775-DBowling]
Subject: RE: Assistance Needed

Thanks for the help, Norm.

Erin Collard
 Chief of Staff, Facilities Management Division
 Office of Administration
 US Environmental Protection Agency
 EPA West Bldg, Room B200-B
 1200 Pennsylvania Avenue, NW
 Washington DC 20460
collard.erin@epa.gov
 202-566-2655

Personal Phone / Ex. 6

From: Boyle, Norman
Sent: Monday, July 23, 2018 9:21 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>; Collard, Erin <Collard.Erin@epa.gov>
Cc: Bowling, Danita <Bowling.Danita@epa.gov>
Subject: RE: Assistance Needed

This document might be the obligation for the vehicle lease payments, but it covers more than just the Tahoe. It also includes the executive motor pool car I believe. Bryford Metoyer will know more details. It appears that this needs be funded again, and we need to deobligate the old funds because this is severable service.



Document Review

Compass 07/23/2018
 Document: IO 09:11:31
 MPGRIGSBY Welcome

Document Summary: General Ledger Entries
Doc Type: IO
Doc No: MPGRIGSBY
Order Date: 09/30/08
Closed Date:
Servicing Finance Office: CFC
Order Amount: \$258,670.50
Net Paid Amount: \$234,549.77
Closed Amount: \$234,547.77
Available Amount: \$24,122.73
Vendor Code: MISC * **Vendor:** General Services Administration

Description: CONVERSION

Extended Description:

Document Details: **Expand**

Line#	Line Amt	Expended Amt	Closed Amt	Refunded Amt	Available Amt	BFY	Fund	Org	Program	Project	FY
<u>1</u>	\$18,048.00	\$18,048.00	\$18,048.00	\$0.00	\$0.00	20082009	B	51EZ	ZZZGF2L	n/a	2008
<u>2</u>	\$10,920.00	\$10,920.00	\$10,920.00	\$0.00	\$0.00	20082009	B	51EC	ZZZGF2L	n/a	2008
<u>3</u>	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	\$0.00	2008	T	51EC	ZZZGF2L	HQ00BM00	2008
<u>4</u>	\$5,400.00	\$5,400.00	\$5,400.00	\$0.00	\$0.00	20092010	B	51EZ	ZZZGF2L	n/a	2009
<u>5</u>	\$6,170.00	\$6,170.00	\$6,170.00	\$0.00	\$0.00	20092010	B	11Y	ZZZME3T	n/a	2009
<u>6</u>	\$2,047.50	\$2,047.50	\$2,047.50	\$0.00	\$0.00	20092010	B	51EC	ZZZGF2L	n/a	2009
<u>7</u>	\$202.50	\$202.50	\$202.50	\$0.00	\$0.00	2009	T	51EC	ZZZGF2L	HQ00BM00	2009
<u>8</u>	\$711.00	\$711.00	\$711.00	\$0.00	\$0.00	20102011	B	51EC	ZZZGF2L	n/a	2010
<u>9</u>	\$7,189.00	\$7,189.00	\$7,189.00	\$0.00	\$0.00	2010	T	51EC	ZZZGF2L	HQ00BM00	2010
<u>10</u>	\$36,632.00	\$36,632.00	\$36,632.00	\$0.00	\$0.00	20102011	B	51EZ	ZZZGF2L	n/a	2010
<u>11</u>	\$6,479.20	\$6,479.20	\$6,479.20	\$0.00	\$0.00	20102011	B	51EC	ZZZGF2L	n/a	2010
<u>12</u>	\$640.80	\$640.80	\$640.80	\$0.00	\$0.00	2010	T	51EC	ZZZGF2L	HQ00BM00	2010
<u>13</u>	\$3,888.00	\$3,888.00	\$3,888.00	\$0.00	\$0.00	20102011	B	11A	ZZZME8S	n/a	2010
<u>14</u>	\$8,080.80	\$8,080.80	\$8,080.80	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	2011
<u>15</u>	\$799.20	\$799.20	\$799.20	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	2011
<u>16</u>	\$2,437.00	\$2,437.00	\$2,437.00	\$0.00	\$0.00	20112012	B	51EZ	ZZZGF2L	n/a	2011
<u>17</u>	\$1,317.00	\$1,317.00	\$1,317.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	2011
<u>18</u>	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	2011
<u>19</u>	\$1,884.50	\$1,884.50	\$1,884.50	\$0.00	\$0.00	20112012	B	11Q	ZZZME8S	n/a	2011
<u>20</u>	\$4,095.00	\$4,095.00	\$4,095.00	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	2011
<u>21</u>	\$405.00	\$405.00	\$405.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	2011
<u>22</u>	\$10,870.46	\$10,870.46	\$10,870.46	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	2011
<u>23</u>	\$113.14	\$113.14	\$113.14	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	2011
<u>24</u>	\$74,516.40	\$74,516.40	\$74,516.40	\$0.00	\$0.00	20112012	B	51EZ	ZZZGF2L	n/a	2011
<u>25</u>	\$3,345.00	\$3,345.00	\$3,345.00	\$0.00	\$0.00	20122013	B	11Q	ZZZME8	n/a	2012
<u>26</u>	\$9,153.00	\$9,153.00	\$9,153.00	\$0.00	\$0.00	20122013	B	51EC	ZZZGF2	n/a	2012
<u>27</u>	\$3,750.00	\$3,752.00	\$3,750.00	\$0.00	\$0.00	20122013	B	51EC	ZZZGF2	n/a	2012
<u>28</u>	\$37,097.00	\$12,974.27	\$12,974.27	\$0.00	\$24,122.73	20122013	B	51EZ	ZZZGF2	n/a	2012
<u>29</u>	\$899.00	\$899.00	\$899.00	\$0.00	\$0.00	20142015	B	11Q	ZZZME8	n/a	2014

Document Activity:

Date	Ref Amount	Related Document	Direction	Date	Ref Amount	Related Document	Date	Ref Amount	Related Document
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06/19/2018	\$1,442.83	IG 1808MP0021D	Forward						
06/08/2018	\$1,430.61	IG 1807MP0021D	Forward						
04/17/2018	\$1,451.22	IG 1806MP0021D	Forward						
04/05/2018	\$1,449.23	IG 1805MP0021D	Forward						
03/19/2018	\$1,398.59	IG 1804MP0021D	Forward						
02/28/2018	\$1,563.86	IG 1710MP0021D	Forward						
02/28/2018	\$1,400.49	IG 1711MP0021D	Forward						
02/28/2018	\$1,434.38	IG 1712MP0021D	Forward						
02/28/2018	\$1,454.28	IG 1801MP0021D	Forward						
02/28/2018	\$1,360.50	IG 1802MP0021D	Forward						
02/28/2018	\$1,459.11	IG 1803MP0021D	Forward						
08/03/2017	\$1,651.57	IG 1708MP0021D	Forward						
08/03/2017	\$1,558.50	IG 1709MP0021D	Forward						
05/12/2017	\$1,564.52	IG 1707MP0021D	Forward						
05/01/2017	\$1,569.69	IG 1705MP0021D	Forward						
05/01/2017	\$1,619.98	IG 1706MP0021D	Forward						
02/16/2017	\$1,682.87	IG 1702MP0021D	Forward						
02/16/2017	\$1,670.74	IG 1703MP0021D	Forward						
02/16/2017	\$1,693.29	IG 1704MP0021D	Forward						
12/01/2016	\$1,706.61	IG 1701MP0021D	Forward						
11/02/2016	\$1,605.79	IG 1608MP0021D	Forward						
11/02/2016	\$1,678.73	IG 1609MP0021D	Forward						

From: Morina, Lenee

Sent: Monday, July 23, 2018 9:10 AM

To: Bowling, Danita <Bowling.Danita@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>

Subject: RE: Assistance Needed

No funding issue. We needed to provide Donna with information on the 2015 Chevy Tahoe FMSD use to manage for the Administrator. In reviewing CDW, I am not 100% positive what the monthly payments were and I also need to find out what equipment was requested for the vehicle. The CO, Jessica White has not called me back and the information is due to Donna Vizian first thing this morning. Would you know this information?

Lenee' Morina

Branch Chief, Headquarters Services Branch

Facilities Management Services Division

Office of Administration/OARM

U.S. Environmental Protection Agency

202-564-5304 (desk)

Personal Phone / Ex. 6

From: Bowling, Danita
Sent: Monday, July 23, 2018 8:35 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>
Subject: RE: Assistance Needed

Hi Lenée,

What is the issue with the contract ? is there a funding issue ?

From: Morina, Lenée
Sent: Monday, July 23, 2018 7:33 AM
To: Boyle, Norman <Boyle.Norman@epa.gov>; Bowling, Danita <Bowling.Danita@epa.gov>
Subject: Assistance Needed
Importance: High

Good morning,

Could one of you give a call ASAP, I need assistance with a contract FMSSD previously managed.

Thanks

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

Message

From: Jefferson, Gayle [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=99047CBCEC854C28A467DAF92E8BD6DC-GJEFFERS]
Sent: 4/25/2017 1:05:58 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: FW: 2017 Chevy Suburban

Brenda:
 Are you prepared to address all of these issues today?
 Gayle

Gayle L. Jefferson
 Acting Director
 Facilities Management and Services Division (FMSD)
 OA/OARM/USEPA
 Main Number: (202)564-2030

Personal Phone / Ex. 6

From: Allen, Reginald
Sent: Thursday, April 20, 2017 6:43 PM
To: Morina, Lenée <Morina.Lenée@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Lenée/Brenda

The Administrators is asking for a status on the Suburban.

As I discussed with Lenée if Flex Fleet can deliver faster with the same requirements then we should go with them especially if they can provide a temp suburban until the ordered on arrives.

Also the PSD asked today to ensure the vehicle has the following features :

- Bucket leather seats,
- flex fuel or other agency policy requirements on fuel,
- Wi-Fi, and other options such as satellite radio and OnStar.
- While not previously discussed, the addition of run flat tires would bring value to the mission.

Please give me a status as early tomorrow as possible so we can get this vehicle ordered and through contracting

Thanks
 Reggie

Reginald E. Allen
Director, Administrative and Executive Services

*Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879*

From: Morina, Lenée
Sent: Tuesday, April 18, 2017 7:29 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Good morning Reggie,

FYI, Flex Fleet is an approved government vendor. I reached out to the company yesterday to get additional information, however, they did not return my call. FMSD is working on this request this morning and we will get back with shortly.

Thank you

From: Allen, Reginald
Sent: Monday, April 17, 2017 9:53 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Thanks Lenée

*Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879*

From: Morina, Lenée
Sent: Monday, April 17, 2017 9:51 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Hi Reggie,

I hope all is well. FMSD needs to confirm that Flex Fleet is an approved government vendor. I will try to work on this today; however, I am leaving the office early (Brenda is on cws) and have a few pressing priorities that I need to complete before leaving. If I am unable to, FMSD will make this a priority first thing in the morning.

Thanks

From: Allen, Reginald
Sent: Monday, April 17, 2017 8:30 AM
To: Randall, Brenda <Randall.Brenda@epa.gov>; Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>
Subject: FW: 2017 Chevy Suburban

Brenda / Lenée

The PSD guys sent me this as they are trying to speed up getting a Suburban for the Administrator – need to be able to explain the rules around these types of acquisitions to them with specific chapter and verse from the FAR.

Can you lay that out for me in terms of what we can do and NOT do.

Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

Privacy Info in Enforcement Records / Ex. 7(c)

Sent: Wednesday, April 12, 2017 5:13 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>
Subject: 2017 Chevy Suburban

Good Afternoon Gentlemen,

I just got off the phone with Mike Kraupp from Flex Fleet Rental and he indicated that he has two 2017 suburban's for sale with low mileage. There is one issue though, they cannot be sold until June. It has to do something with the manufacture, but we can lease them until June and then purchase them for \$60,000 each. If we had Mr. Kraupp order a suburban for us at this point it would take about 8 weeks to receive. Here are the particulars on one of the vehicles. If you need additional information please let me know.

2017 Chevy Suburban/ Blk
Grey Leather Interior
Z-71 - package for off-road capability (4x4)
Mileage - 400 miles (both)

Purchase price \$60,000
Lease per month \$2800

Transfer fee from Salt lake to DC \$1200

Contact Information:

Michael Kraupp
President and Chief Executive Officer
Flex Fleet Rental, LLC
1885 West 2100 South, Suite 250

Salt Lake City, Utah 84119
Office: 801-386-9770
Mobile: 801-834-4341
mkraupp@flexfleetrental.com
www.flexfleetrental.com

V/r

Privacy Info in Enforcement Records / Ex. 7(c)

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Help EPA fight pollution. Report environmental violations at <http://www.epa.gov/tips>

Message

From: Jefferson, Gayle [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=99047CBCEC854C28A467DAF92E8BD6DC-GJEFFERS]
Sent: 4/24/2017 12:46:30 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]; Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]; Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Reeder, John [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=aa56f6b0d507483fba530f3abbf6c94f-JREEDER]; Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]; Jenkins, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=76d48924578d469ea4bc96914ff53d9a-Djenki02]; (b) (6) Philip [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=a62626c491e04aca82f5bdd2cb93aa6b-Baker, Phil]
Subject: RE: 2017 Chevy Suburban

Reggie:

Both Brenda and Lenée are out of the office today, so having the meeting/call at 10:00 will be less than helpful as I do not have their latest information on the issue.

I realize this is a priority for the Administrator's office, and I work to reschedule this morning's meeting to tomorrow. Are there any time slots that will NOT work for you on Tuesday?

Thanks-
 Gayle

Gayle L. Jefferson
 Acting Director
 Facilities Management and Services Division (FMSD)
 OA/OARM/USEPA
 Main Number: (202)564-2030

Personal Phone / Ex. 6

From: Allen, Reginald
Sent: Thursday, April 20, 2017 6:43 PM
To: Morina, Lenée <Morina.Lenée@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Lenée/Brenda

The Administrators is asking for a status on the Suburban.

As I discussed with Lenée if Flex Fleet can deliver faster with the same requirements then we should go with them especially if they can provide a temp suburban until the ordered on arrives.

Also the PSD asked today to ensure the vehicle has the following features :

- Bucket leather seats,
- flex fuel or other agency policy requirements on fuel,
- Wi-Fi, and other options such as satellite radio and OnStar.
- While not previously discussed, the addition of run flat tires would bring value to the mission.

Please give me a status as early tomorrow as possible so we can get this vehicle ordered and through contracting

Thanks
Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Morina, Lenée
Sent: Tuesday, April 18, 2017 7:29 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Good morning Reggie,

FYI, Flex Fleet is an approved government vendor. I reached out to the company yesterday to get additional information, however, they did not return my call. FMDS is working on this request this morning and we will get back with shortly.

Thank you

From: Allen, Reginald
Sent: Monday, April 17, 2017 9:53 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Thanks Lenée

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Morina, Lenée
Sent: Monday, April 17, 2017 9:51 AM

To: Allen, Reginald <Allen.Reginald@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>; Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Subject: RE: 2017 Chevy Suburban

Hi Reggie,

I hope all is well. FMSD needs to confirm that Flex Fleet is an approved government vendor. I will try to work on this today; however, I am leaving the office early (Brenda is on cws) and have a few pressing priorities that I need to complete before leaving. If I am unable to, FMSD will make this a priority first thing in the morning.

Thanks

From: Allen, Reginald
Sent: Monday, April 17, 2017 8:30 AM
To: Randall, Brenda <Randall.Brenda@epa.gov>; Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Reeder, John <Reeder.John@epa.gov>
Subject: FW: 2017 Chevy Suburban

Brenda / Lenée

The PSD guys sent me this as they are trying to speed up getting a Suburban for the Administrator – need to be able to explain the rules around these types of acquisitions to them with specific chapter and verse from the FAR.

Can you lay that out for me in terms of what we can do and NOT do.

Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

Privacy Info in Enforcement Records / Ex. 7(c)

Sent: Wednesday, April 12, 2017 5:13 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>; Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>
Subject: 2017 Chevy Suburban

Good Afternoon Gentlemen,

I just got off the phone with Mike Kraupp from Flex Fleet Rental and he indicated that he has two 2017 suburban's for sale with low mileage. There is one issue though, they cannot be sold until June. It has to do something with the manufacture, but we can lease them until June and then purchase them for \$60,000 each. If we had Mr. Kraupp order a suburban for us at this point it would take about 8 weeks to receive. Here are the particulars on one of the vehicles. If you need additional information please let me know.

2017 Chevy Suburban/ Blk
Grey Leather Interior
Z-71 - package for off-road capability (4x4)

Mileage - 400 miles (both)

Purchase price \$60,000

Lease per month \$2800

Transfer fee from Salt lake to DC \$1200

Contact Information:

Michael Kraupp
President and Chief Executive Officer
Flex Fleet Rental, LLC
1885 West 2100 South, Suite 250
Salt Lake City, Utah 84119
Office: 801-386-9770

Personal Phone / Ex. 6

mkraupp@flexfleetrental.com

www.flexfleetrental.com

V/r

Privacy Info in Enforcement Records / Ex. 7(c)

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Message

From: Ellison, Mardiko [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=872FCE8A91FD488BB3B3B23C83BA4A82-MELLIS02]
Sent: 7/23/2018 3:05:24 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Lease for 2015 Chevy Tahoe
Attachments: image2018-07-23-105754.pdf

Here is paperwork to lease vehicle

-----Original Message-----

From: DC-WJCN-2432Z-M@epa.gov [mailto:DC-WJCN-2432Z-M@epa.gov]
Sent: Monday, July 23, 2018 10:58 AM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject:

Message

From: Boyle, Norman [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=F7D8CF9BD4E04914A96C3ACEC121C247-NBOYLE]
Sent: 7/23/2018 1:20:47 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]; Collard, Erin [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d3aea12e07af4b6ba60740b6b3d08084-Collard, Erin]
CC: Bowling, Danita [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=27e9aec8a82f4445a14f742c0cc20775-DBowling]
Subject: RE: Assistance Needed

This document might be the obligation for the vehicle lease payments, but it covers more than just the Tahoe. It also includes the executive motor pool car I believe. Bryford Metoyer will know more details. It appears that this needs be funded again, and we need to deobligate the old funds because this is severable service.



**Compass Data
Warehouse**



Document Review

**Compass
Document: IO
MPGRIGSBY**

**07/23/2018
09:11:31
Welcome**

Document Summary: General Ledger Entries

Doc Type: IO

Doc No: MPGRIGSBY

Order Date: 09/30/08

Closed Date:

Servicing Finance Office: CFC

Order Amount: \$258,670.50

Net Paid Amount: \$234,549.77

Closed Amount: \$234,547.77

Available Amount: \$24,122.73

Vendor Code: MISC * **Vendor:** General Services Administration

Description: CONVERSION

Extended Description:

Document Details: **Expand**

Line#	Line Amt	Expended Amt	Closed Amt	Refunded Amt	Available Amt	BFY	Fund	Org	Program	Project	F
1	\$18,048.00	\$18,048.00	\$18,048.00	\$0.00	\$0.00	20082009	B	51EZ	ZZZGF2L	n/a	2
2	\$10,920.00	\$10,920.00	\$10,920.00	\$0.00	\$0.00	20082009	B	51EC	ZZZGF2L	n/a	2
3	\$1,080.00	\$1,080.00	\$1,080.00	\$0.00	\$0.00	2008	T	51EC	ZZZGF2L	HQ00BM00	2
4	\$5,400.00	\$5,400.00	\$5,400.00	\$0.00	\$0.00	20092010	B	51EZ	ZZZGF2L	n/a	2
5	\$6,170.00	\$6,170.00	\$6,170.00	\$0.00	\$0.00	20092010	B	11Y	ZZZME3T	n/a	3
6	\$2,047.50	\$2,047.50	\$2,047.50	\$0.00	\$0.00	20092010	B	51EC	ZZZGF2L	n/a	2
7	\$202.50	\$202.50	\$202.50	\$0.00	\$0.00	2009	T	51EC	ZZZGF2L	HQ00BM00	2
8	\$711.00	\$711.00	\$711.00	\$0.00	\$0.00	20102011	B	51EC	ZZZGF2L	n/a	2
9	\$7,189.00	\$7,189.00	\$7,189.00	\$0.00	\$0.00	2010	T	51EC	ZZZGF2L	HQ00BM00	2

10	\$36,632.00	\$36,632.00	\$36,632.00	\$0.00	\$0.00	20102011	B	51EZ	ZZZGF2L	n/a	23
11	\$6,479.20	\$6,479.20	\$6,479.20	\$0.00	\$0.00	20102011	B	51EC	ZZZGF2L	n/a	23
12	\$640.80	\$640.80	\$640.80	\$0.00	\$0.00	2010	T	51EC	ZZZGF2L	HQ00BM00	23
13	\$3,888.00	\$3,888.00	\$3,888.00	\$0.00	\$0.00	20102011	B	11A	ZZZME8S	n/a	31
14	\$8,080.80	\$8,080.80	\$8,080.80	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	23
15	\$799.20	\$799.20	\$799.20	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	23
16	\$2,437.00	\$2,437.00	\$2,437.00	\$0.00	\$0.00	20112012	B	51EZ	ZZZGF2L	n/a	23
17	\$1,317.00	\$1,317.00	\$1,317.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	23
18	\$500.00	\$500.00	\$500.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	23
19	\$1,884.50	\$1,884.50	\$1,884.50	\$0.00	\$0.00	20112012	B	11Q	ZZZME8S	n/a	31
20	\$4,095.00	\$4,095.00	\$4,095.00	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	23
21	\$405.00	\$405.00	\$405.00	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	23
22	\$10,870.46	\$10,870.46	\$10,870.46	\$0.00	\$0.00	20112012	B	51EC	ZZZGF2L	n/a	23
23	\$113.14	\$113.14	\$113.14	\$0.00	\$0.00	2011	T	51EC	ZZZGF2L	HQ00BM00	23
24	\$74,516.40	\$74,516.40	\$74,516.40	\$0.00	\$0.00	20112012	B	51EZ	ZZZGF2L	n/a	23
25	\$3,345.00	\$3,345.00	\$3,345.00	\$0.00	\$0.00	20122013	B	11Q	ZZZME8	n/a	31
26	\$9,153.00	\$9,153.00	\$9,153.00	\$0.00	\$0.00	20122013	B	51EC	ZZZGF2	n/a	23
27	\$3,750.00	\$3,752.00	\$3,750.00	\$0.00	\$0.00	20122013	B	51EC	ZZZGF2	n/a	23
28	\$37,097.00	\$12,974.27	\$12,974.27	\$0.00	\$24,122.73	20122013	B	51EZ	ZZZGF2	n/a	23
29	\$899.00	\$899.00	\$899.00	\$0.00	\$0.00	20142015	B	11Q	ZZZME8	n/a	31

Document Activity:

Date	Ref Amount	Related Document	Direction	Date	Ref Amount	Related Document	Date	Ref Amount	Related Document
06/19/2018	\$1,442.83	IG 1808MP0021D	Forward						
06/08/2018	\$1,430.61	IG 1807MP0021D	Forward						
04/17/2018	\$1,451.22	IG 1806MP0021D	Forward						
04/05/2018	\$1,449.23	IG 1805MP0021D	Forward						
03/19/2018	\$1,398.59	IG 1804MP0021D	Forward						
02/28/2018	\$1,563.86	IG 1710MP0021D	Forward						
02/28/2018	\$1,400.49	IG 1711MP0021D	Forward						
02/28/2018	\$1,434.38	IG 1712MP0021D	Forward						
02/28/2018	\$1,454.28	IG 1801MP0021D	Forward						
02/28/2018	\$1,360.50	IG 1802MP0021D	Forward						
02/28/2018	\$1,459.11	IG 1803MP0021D	Forward						
08/03/2017	\$1,651.57	IG 1708MP0021D	Forward						
08/03/2017	\$1,558.50	IG 1709MP0021D	Forward						
05/12/2017	\$1,564.52	IG 1707MP0021D	Forward						

05/01/2017	\$1,569.69	IG 1705MP0021D	Forward						
05/01/2017	\$1,619.98	IG 1706MP0021D	Forward						
02/16/2017	\$1,682.87	IG 1702MP0021D	Forward						
02/16/2017	\$1,670.74	IG 1703MP0021D	Forward						
02/16/2017	\$1,693.29	IG 1704MP0021D	Forward						
12/01/2016	\$1,706.61	IG 1701MP0021D	Forward						
11/02/2016	\$1,605.79	IG 1608MP0021D	Forward						
11/02/2016	\$1,678.73	IG 1609MP0021D	Forward						

From: Morina, Lenée

Sent: Monday, July 23, 2018 9:10 AM

To: Bowling, Danita <Bowling.Danita@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>

Subject: RE: Assistance Needed

No funding issue. We needed to provide Donna with information on the 2015 Chevy Tahoe FMSD use to manage for the Administrator. In reviewing CDW, I am not 100% positive what the monthly payments were and I also need to find out what equipment was requested for the vehicle. The CO, Jessica White has not called me back and the information is due to Donna Vizian first thing this morning. Would you know this information?

Lenée' Morina

Branch Chief, Headquarters Services Branch

Facilities Management Services Division

Office of Administration/OARM

U.S. Environmental Protection Agency

202-564-5304 (desk)

Personal Phone / Ex. 6

From: Bowling, Danita

Sent: Monday, July 23, 2018 8:35 AM

To: Morina, Lenée <Morina.Lenee@epa.gov>; Boyle, Norman <Boyle.Norman@epa.gov>

Subject: RE: Assistance Needed

Hi Lenée,

What is the issue with the contract ? is there a funding issue ?

From: Morina, Lenée

Sent: Monday, July 23, 2018 7:33 AM

To: Boyle, Norman <Boyle.Norman@epa.gov>; Bowling, Danita <Bowling.Danita@epa.gov>

Subject: Assistance Needed

Importance: High

Good morning,

Could one of you give a call ASAP, I need assistance with a contract FMSD previously managed.

Thanks

Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 11/27/2017 2:56:17 PM
To: Shepherd, Matthew [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=70842e958bf1425d96fe5ae23074558f-Msheph02]
Subject: RE: GOVs - EPA

I don't. You can give Cristal a call. She is the parking manager. Her number is Personal Phone / Ex. 6

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:53 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: RE: GOVs - EPA

I emailed Maridel this morning, do you know if she is in today? I might need one of those parking passes for today.
thanks

From: Morina, Lenée
Sent: Monday, November 27, 2017 9:50 AM
To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

Ok, thanks

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:43 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

Bryford Metoyer would probably know. Thanks!

From: Morina, Lenée
Sent: Monday, November 27, 2017 9:41 AM
To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

I thought someone in OECA ordered a temporary vehicle until the permanent one that FMDS was working on came in. I have a question about the process.

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:38 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

Did they just get it? Not me or Tom that I know of...

From: Morina, Lenée
Sent: Monday, November 27, 2017 9:28 AM
To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>
Subject: RE: GOVs - EPA

Good morning Matt,

Hope all is well. Who procured the temporary Suburban for the Administrator?

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 11/27/2017 2:49:54 PM
To: Shepherd, Matthew [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=70842e958bf1425d96fe5ae23074558f-Msheph02]
CC: Sharp, Thomas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d5ae610be6b147629c4a5ff1566d6417-Sharp, Thomas]
Subject: RE: GOVs - EPA

Ok, thanks

Lenée' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:43 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

Bryford Metoyer would probably know. Thanks!

From: Morina, Lenée
Sent: Monday, November 27, 2017 9:41 AM
To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

I thought someone in OECA ordered a temporary vehicle until the permanent one that FMSSD was working on came in. I have a question about the process.

Lenée' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:38 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>

Cc: Sharp, Thomas <sharp.thomas@epa.gov>

Subject: RE: GOVs - EPA

Did they just get it? Not me or Tom that I know of...

From: Morina, Lenée

Sent: Monday, November 27, 2017 9:28 AM

To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>

Subject: RE: GOVs - EPA

Good morning Matt,

Hope all is well. Who procured the temporary Suburban for the Administrator?

Lenée' Morina

Branch Chief, Headquarters Services Branch

Facilities Management Services Division

Office of Administration/OARM

U.S. Environmental Protection Agency

202-564-5304 (desk)

Personal Phone / Ex. 6

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 11/27/2017 2:41:08 PM
To: Shepherd, Matthew [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=70842e958bf1425d96fe5ae23074558f-Msheph02]
CC: Sharp, Thomas [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d5ae610be6b147629c4a5ff1566d6417-Sharp, Thomas]
Subject: RE: GOVs - EPA

I thought someone in OECA ordered a temporary vehicle until the permanent one that FMSD was working on came in. I have a question about the process.

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

From: Shepherd, Matthew
Sent: Monday, November 27, 2017 9:38 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>
Cc: Sharp, Thomas <sharp.thomas@epa.gov>
Subject: RE: GOVs - EPA

Did they just get it? Not me or Tom that I know of...

From: Morina, Lenée
Sent: Monday, November 27, 2017 9:28 AM
To: Shepherd, Matthew <Shepherd.Matthew@epa.gov>
Subject: RE: GOVs - EPA

Good morning Matt,

Hope all is well. Who procured the temporary Suburban for the Administrator?

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304 (desk)

Personal Phone / Ex. 6

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 10/30/2017 4:41:30 PM
To: Williams, Tracey [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=35fec06c27fb47ed93a7effd17a711f4-Williams, T]
CC: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: RE: Zero Dollar PR's

Hi Tracey,

You may delete all PRs with the exception of the two highlighted in red. Brenda will need to edit the description as there are two descriptions in both PRs. The correct description in both is the first one. These are the Administrator's vehicles and Brenda was switching the CORs.

Thanks for checking with me.

Lenée' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304 (desk)

Personal Phone / Ex. 6

From: Williams, Tracey
Sent: Monday, October 30, 2017 11:00 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>
Cc: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: Zero Dollar PR's
Importance: High

Good afternoon,

Per our conversation this morning please find the below list of PR's for your review. It appears that these PR's did not make it in by the deadline of June 22, 2017 so, I believe that they should be closed and if you have a need you will need to establish a new PR with a description of what services you all need. If you should have any questions or concerns, please contact me via email.

PR-OARM-17-
 00501
 00620
 00621
 00622
 00623
 00624
 00625
 00626
 00631
 00632

00633

00856-might need processing – This is for the Administrator's Tahoe

00857-might need processing however, check the description at the top and bottom as they are different. The first description is correct. This is for the Administrator's Surburban.

Have a Wonderful Day!

Tracey L. Williams

Contract Specialist-Acting Team Lead

U.S. Environmental Protection Agency

OARM/OAM/HPOD/PCSC

Williams.tracey@epa.gov

P: (202) 564-3580

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 10/17/2017 3:28:18 PM
To: Jefferson, Gayle [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=99047cbcec854c28a467daf92e8bd6dc-GJeffers]; Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: RE: Additional Vehicle Request

Ok, that will work. That way, we will have it in writing.

Lenée' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304 (desk)

Personal Phone / Ex. 6

From: Jefferson, Gayle
Sent: Tuesday, October 17, 2017 11:27 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Additional Vehicle Request

How about if I reply to Pam's notice asking Nino about the status of the Tahoe & copying Reggie?
 G

Gayle L. Jefferson
 Director
 Facilities Management and Services Division (FMSD)
 OA/OARM/USEPA
 Main Number: (202)564-2030

Personal Phone / Ex. 6

From: Morina, Lenée
Sent: Tuesday, October 17, 2017 11:24 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Additional Vehicle Request

Pam's story regarding the Tahoe is different than what Reggie shared. He stated that the PSD took possession of the Tahoe and will not return it for the DA uses. Brenda informed me last week that she was taking the paperwork to Tom. Brenda, please confirm.

Lenée' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency

202-564-5304 (desk)

Personal Phone / Ex. 6

From: Jefferson, Gayle**Sent:** Tuesday, October 17, 2017 11:20 AM**To:** Morina, Lenée <Morina.Lenée@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>**Subject:** FW: Additional Vehicle Request

So, what's your understanding of who's currently using the Tahoe? Did we transfer the paperwork for this vehicle to the AO or OECA yet?

Let's discuss.

Gayle L. Jefferson

Director

Facilities Management and Services Division (FMSD)

OA/OARM/USEPA

Main Number: (202)564-2030

Personal Phone / Ex. 6

From: Mazakas, Pam**Sent:** Friday, October 13, 2017 11:52 AM**To:** Jefferson, Gayle <Jefferson.Gayle@epa.gov>**Cc:** Morina, Lenée <Morina.Lenée@epa.gov>; Barnet, Henry <Barnet.Henry@epa.gov>; Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>; **Privacy Info in Enforcement Records / Ex. 7(c)****Subject:** Additional Vehicle Request

Howdy Gayle,

Hope you are doing well and are out of the office having some fun. I am out next week but if we need to have a discussion quickly, we can set something up with Henry Barnet (the Office Director), Nino and —cc'd on this message.

There does seem to be a little confusion on the cars so it might be good to get folks together to discuss the state of the vehicles in the AO. Nino and can reply and provide additional detail but here's a couple of points as I understand them. I don't believe we are seeking a third suburban so I'm not sure how this issue arose. We have one suburban assigned for the Administrator and then we have another suburban as part of the "pool" that our agents use primarily for the midnight shift and also to have available for the Administrator when the regular suburban is having work done. I understand the Tahoe was just a vehicle leased by the AO and the lease couldn't be cancelled so we were told we could use it, but it's not really ours and we can stop using it at any time. With regard to the Deputy's vehicle, since we don't provide protection services for that position, we don't really know what the vehicle situation is and we would not really have anything to do with that.

At any rate, we're happy to chat at any time—either next week without me or the following week when I return.

Have a great weekend!

Thanks,

Pam

Pamela J. Mazakas
Deputy Director
Office of Criminal Enforcement, Forensics, and Training
U.S. EPA
202/564-2480

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Message

From: Morina, Lenee [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 5/1/2017 8:20:46 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
CC: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]; Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: RE: Suburban Options
Attachments: Federal Fleet Performance Follow-up Memo 4-12-13.docx

Good afternoon Reggie,

Sorry for the delay in responding, I was awaiting a response from Benita Jackson, OAM, regarding the PR. She is working on the request and should have the contract awarded tomorrow morning.

In response to your other questions, after conducting research and speaking with Pam Legare/Kimberly Patrick, OAM and Byford Metoyer, Sustainable Transportation Solutions Branch, the EPA does not have statutory authority to purchase passenger motor vehicles. See sections 2.31 and 5.3 of the Fleet Management Manual <http://intranet.epa.gov/transportation/fleet/guidance/manual.htm>

All GSA leased and EPA owned passenger motor vehicles must be procured through GSA. Therefore, although the PSD has located a vehicle that meets the Administrator's needs, the EPA would still be required to submit a justification to GSA. Upon receipt of the justification, GSA would enter the requirements into their system, using specs provided by EPA and build the vehicle according to those specs. Once entered, it is not guaranteed that the GSA would be able to procure the vehicle identified by the PSD. If the GSA can build the vehicle, it will take 2-3 months for the Agency to take possession of the vehicle.

With respect to flex fuel, EPCA 1992 requires that 75% of all new acquisitions be alternative fuel vehicles. Additionally, EISA 2007, requires that all new passenger vehicle acquisitions be low green-house gas. However, the attached memo states that vehicles designated as law enforcement and emergency response are exempt from the alternate fuel vehicle acquisition requirements. FYI, historically, every Administrator has leased alternative fuel vehicles.

With respect to leasing versus agency owned vehicle – the only difference is the leasing agreements can include maintenance cost in the lease rate. Everything else (fuel, registration and modifications) are outside the lease and/or purchase rates. Although this is the only difference, as you may know, maintenance can be very expensive.

I believe I provided you with responses to all we discussed. If not, please let me know.

Thanks

From: Allen, Reginald
Sent: Monday, May 01, 2017 9:09 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Morina, Lenee <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: FW: Suburban Options

Team

See Nino's note below – they are really trying to find a way to get the Administrator's vehicle faster – can one of draft a reply to his questions for me to respond.

Thanks
Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale

Sent: Friday, April 28, 2017 5:15 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: **Personal Security Detail / Ex. 6** Barnet, Henry <Barnet.Henry@epa.gov>;

Personal Security Detail / Ex. 6

Personal Security Detail / Ex. 6

Subject: Re: Suburban Options

Sir,

I believe the vehicle John has in his specifications is a Suburban. If you don't mind explaining to us specifically what are the specifications for such a purchase? So I understand clearly are we only to buy Flex fuel vehicles? If so what exactly are the regulations stating this requirement?

Many new suburbans to date do not specify flex fuel and I just don't want us all spinning our wheels here without clear guidance. For example our vehicles in our PSD fleet are not all flex fuel. I drive a Ford Interceptor and it is not flex fuel vehicle. So why is this the case and is there room for such a purchase for the Administrator's vehicle?

Let us know what our parameters are on this pending issue and thanks again for your patience.

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: +1 202 263 9115



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Sent from my iPhone

On Apr 28, 2017, at 3:22 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Guys

Are we not wanting a Suburban now? It is about to be ordered. Need to set you guys up with OARM Facilities so they can walk you the process they have for getting vehicles - not my process the agency/OARM process. Let me know when you guys have few minutes next week and I will set it up.

Reggie

Reginald E. Allen, SES

Assistant Deputy Chief of Staff

U.S. Environmental Protection Agency

Office 202-564-0444

Direct 202-564-1029

Cell 202-306-2879

On Apr 28, 2017, at 2:54 PM, **Personal Security Detail / Ex. 6** wrote:

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of the Administrator and the security needs of the protection detail.

Both of these dealerships advised me they participate in the GSA leasing and purchase program and further advised they have the vehicle in stock and available for immediate delivery.

These vehicles have all the features that were requested.

The submitted quotes on a 2017 GMC Yukon Denali XL are located below for your review. I have been advised that these vehicles can be purchased or leased depending on the budget – and again – are available for immediate delivery.

Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)

[2017 GMC Yukon XL Denali 4WD]

Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com <<http://www.chevroletofalexandria.com>>
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees

[2017 GMC Yukon XL Denali 4WD]
Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300

Personal Phone / Ex. 6

V/r

Personal Security Detail / Ex. 6

[cid:image001.png@01D2B9F2.8A084E30]

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<image001.png>

<GMC Specs.pdf>

<2017-gmc-yukon-brochure.pdf>

<EPA.PDF>

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 5/1/2017 5:34:47 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: Suburban Options

Sherry,

This is what I am proposing to send Reggie.

Hi Reggie,

As a follow to our meeting this morning, I am providing you with the following:

FMSD understands that the SAC has located a vehicle to meet the Administrator's needs; however, the EPA does not have authority to enter into a GSA leasing agreement. FMSD would be required to submit a justification, to include the standard item number, to GSA to acquire a leasing agreement for the vehicle. GSA would confirm if they have a contractor with the dealer. If a contract is in place, GSA's delivery time to get the vehicle is 2-3 months.

If the Agency is interested in an agency owned vehicle, the requirement must be submitted to OAM. OAM would get three quotes to determine the best value.

The requirement for the flex fuel is identified in E.O.

Leasing vs Owning

The maintenance for the vehicle is included in the monthly payment for leased vehicles. The lessor has agreements with companies to perform the maintenance.

If the agency purchased a vehicle, maintenance repairs are not included.

From: Allen, Reginald
Sent: Monday, May 01, 2017 9:09 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Morina, Lenée <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: FW: Suburban Options

Team

See Nino's note below – they are really trying to find a way to get the Administrator's vehicle faster – can one of draft a reply to his questions for me to respond.

Thanks
 Reggie

Reginald E. Allen
 Director, Administrative and Executive Services
 Office of the Administrator

U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale

Sent: Friday, April 28, 2017 5:15 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: **Personal Security Detail / Ex. 6** Barnet, Henry <Barnet.Henry@epa.gov>;

Personal Security Detail / Ex. 6

Personal Security Detail / Ex. 6

Subject: Re: Suburban Options

Sir,

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Let us know what our parameters are on this pending issue and thanks again for your patience.

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: +1 202 263 9115



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Sent from my iPhone

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Reggie

Reginald E. Allen, SES

Assistant Deputy Chief of Staff

U.S. Environmental Protection Agency

Office 202-564-0444

Direct 202-564-1029

Cell 202-306-2879

On Apr 28, 2017, at 2:54 PM, **Personal Security Detail / Ex. 6** wrote:

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of the Administrator and the security needs of the protection detail.

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Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)

[2017 GMC Yukon XL Denali 4WD]

Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com<<http://www.chevroletofalexandria.com>>
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees

[2017 GMC Yukon XL Denali 4WD]
Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300

Personal Phone / Ex. 6

V/r

Personal Security Detail / Ex. 6

202-253-4488 (mobile)
202-564-5569 (desk)
mickle.john@epa.gov<<mailto:mickle.john@epa.gov>>

[cid:image001.png@01D2B9F2.8A084E30]

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<image001.png>

<GMC Specs.pdf>

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<EPA.PDF>

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 5/1/2017 12:00:29 PM
To: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
Subject: RE: Suburban Options

Hi Sherry,

The SAC is Pasquale "Nino" Perrotta. Let me know if you need anything else.

Thanks

From: Sterling, Sherry
Sent: Monday, May 01, 2017 7:43 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Morina, Lenée <Morina.Lenée@epa.gov>
Subject: FW: Suburban Options

Reggie – Per your note below, please give me a call (564-2701). Gayle is not in today and this seems to be going out of control.

Thanks.

Sherry

Sherry Sterling
 Acting Deputy Director
 Facilities Management and Services Division
 EPA/OARM/OA
 202-564-2701

From: "Allen, Reginald" <Allen.Reginald@epa.gov>
To: "Morina, Lenée" <Morina.Lenée@epa.gov>, "Randall, Brenda" <Randall.Brenda@epa.gov>, "Jefferson, Gayle" <Jefferson.Gayle@epa.gov>
Subject: FW: Suburban Options

Gayle and team

See below from PSD, will discuss Monday

Reggie

Reginald E. Allen
 Director, Administrative and Executive Services
 Office of the Administrator
 U.S. Environmental Protection Agency
 Office 202-564-0444
 Direct 202-564-1029

Cell 202-306-2879

From: Personal Security Detail / Ex. 6
Sent: Friday, April 28, 2017 2:54 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>
Subject: Suburban Options

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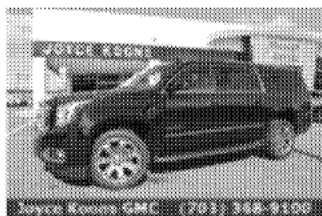
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Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

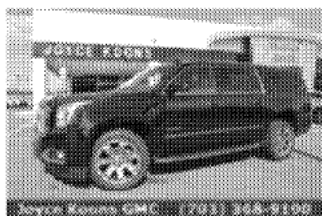
Joyce Koons Honda Buick GMC
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Manassas, VA 20109
(See Attachment)



Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees



Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300
c: (301) 509-9245

V/r

Personal Security Detail / Ex. 6

Personal Security Detail / Ex. 6

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Message

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Sent: 2/13/2017 6:57:43 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]; Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: Metoyer, Bryford [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=0550d10f02dc4d488fe856a0183564ef-BMETOYER]; Sampson, Rickie [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d08ee74030784344ae30c1e38071df3f-Sampson, Ri]; Wilson, Jessica [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=af76604c334046ef81611a859d0e0e14-Wilson, Jessica]; Walker, Jacqueline [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ca4e972c3ca640e3a65d7125357dbb17-Walker, Jacqueline]; Ellison, Mardiko [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=872fce8a91fd488bb3b3b23c83ba4a82-MELLIS02]
Subject: RE: DAA's Replacement Vehicle

Hi Reggie,

Brenda is on cws today. I will speak with her as soon as she arrives tomorrow so we can move forward with the request.

From: Allen, Reginald
Sent: Monday, February 13, 2017 12:51 PM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Cc: Morina, Lenée <Morina.Lenée@epa.gov>; Metoyer, Bryford <Metoyer.Bryford@epa.gov>; Sampson, Rickie <Sampson.Rickie@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Walker, Jacqueline <Walker.Jacqueline@epa.gov>; Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject: RE: DAA's Replacement Vehicle

Brenda

Thanks all looks good go for it...

Reggie

Reggie
 Acting Deputy Chief of Staff

Reginald E. Allen
 Director, Administrative and Executive Services
 Office of the Administrator
 U.S. Environmental Protection Agency
 Office 202-564-0444
 Direct 202-564-1029
 Cell 202-306-2879

From: Randall, Brenda
Sent: Friday, February 10, 2017 4:49 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: Morina, Lenee <Morina.Lenee@epa.gov>; Metoyer, Bryford <Metoyer.Bryford@epa.gov>; Sampson, Rickie <Sampson.Rickie@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Walker, Jacqueline <Walker.Jacqueline@epa.gov>

Subject: DAA's Replacement Vehicle

Good afternoon Mr. Allen,

The initial replacement vehicle (2013 Suburban) we inquired about leasing is no longer available. However, GSA has offered us another great selection. Mr. Allen it's the 2013 Chevy Tahoe, that we discussed yesterday. I have tentatively put the Tahoe on hold for EPA without penalty. This vehicle is available for pick up on Friday, February 17th from Springfield, VA. The Malibu must be returned, before we take possession of the Tahoe. I have requested pictures of the vehicle and I should receive them on Tuesday. The February monthly lease cost for the Tahoe will be prorated, therefore it will be slightly less than the monthly cost. Below is a breakdown of costs associated with obtaining the replacement vehicle and a description of the replacement vehicle. If you have any additional questions, please don't hesitate to contact Lenee' or myself. Thank you Mr. Allen and have a great weekend!

Other Replacement Costs

- | | |
|---|-------------------------|
| 1. Removal of the Law Enforcement Lights (LEL) from the Mailibu | -- Estimate: \$ 600.00 |
| 2. Potentially incurred cost from GSA (car cleaning/repairs, etc.,) | -- Estimate: \$1,000.00 |
| 3. LEL/Tinted Windows installed on the Tahoe | -- Estimate: \$3,200.00 |

Replacement Vehicle Specifications

Year/Make/Model:	2013 Chevy Tahoe
Monthly Lease:	\$304.00
Color:	Dark Brown
Fuel Type:	E-85
Mileage:	23K

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/13/2017 12:05:32 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
Subject: RE: Vehicle Approval

Good morning Vaughn,

No, Phil is not an agent. He is the official driver for the Administrator.

From: Noga, Vaughn
Sent: Friday, February 10, 2017 7:59 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: Re: Vehicle Approval

Is Phil a CID agent?

Sent from my iPhone

On Feb 9, 2017, at 4:03 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Technically, the Malibu is assigned to the Deputy Administrator. However, in the event the Administrator's vehicle is out of commission, the Malibu is used for the Administrator until his/her vehicle has been repaired.

Don is not driving the vehicle. The driver, Phil Somerville is driving him around.

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 3:19 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: RE: Vehicle Approval

He made it sound like the Malibu was the Administrator's backup vehicle. Just curious – is Don driving himself around, or is he being driven by the protective detail. If he is being driven by the detail, are there any issues associated – since he is not the Administrator.

V

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:24 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: RE: Vehicle Approval

Hi Vaughn,

Did you ask Byford to check into any other requirements? He was a little confused.

Thanks

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:22 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>;
Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Vehicle Approval

Hi Vaughn,

I just finished speaking with Byford regarding your concern with the driver, Phil Sommerville, operating the lights and siren for the Deputy Administrator's vehicle. The driver is not authorized to operate the emergency equipment because he is not a law enforcement (1811 series) employee.

Are there any other requirements you need me to check into? If so, please let me know.

Thanks

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 1:57 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>;
Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: Re: Vehicle Approval

I think there are other issues that need to be resolved - Bryford will call you.

Sent from my iPhone

On Feb 9, 2017, at 1:53 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Hi Donna/Vaughn,

Below is the approval I received from Reggie Allen. Again, my apology for moving on this. When Donald said Donna told him to call me, I automatically thought Donna V. From here on out, I will confirm that the request is coming from Donna V.

If either of you need anything else, please let me know.

Thanks

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

OK do it
Thanks
Reggie

Reginald E. Allen, SES

*Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879*

On Feb 9, 2017, at 8:43 AM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Good morning Reggie,

I hope all is well. I received a request yesterday from Donald Benton to upgrade the Deputy Administrator's Malibu to a Tahoe. The good news is, the Malibu lease is up and the Agency needs to replace the vehicle. However, I need approval from you for the specific type of vehicle (SUV) requested. GSA located a 2013 Silver Chevy Tahoe with 49k miles, per Donald's request. However, GSA later called back to inform FMSD that a 2013 black on black Chevy Suburban with 32k miles is available.

FMSD has provided Mardiko Ellis, AO's funding official, with the cost to remove the Law Enforcement Lights (LEL) \$600.00; potential cleanup cost for the Malibu \$1,000.00, and LEL installation for the Suburban \$3,200.00. Please provide your approval/disapproval via email. FYI, GSA informed FMSD that others are interested in the Suburban, therefore, AO will need to move quickly with approval of the lease for the SUV.

If you have any questions, please let me know.

Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Morina, Lenee [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/13/2017 12:01:38 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
CC: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
Subject: FW: DAA's Replacement Vehicle

Good morning all,

FYI

From: Randall, Brenda
Sent: Friday, February 10, 2017 4:49 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Morina, Lenee <Morina.Lenee@epa.gov>; Metoyer, Bryford <Metoyer.Bryford@epa.gov>; Sampson, Rickie <Sampson.Rickie@epa.gov>; Wilson, Jessica <Wilson.Jessica@epa.gov>; Walker, Jacqueline <Walker.Jacqueline@epa.gov>
Subject: DAA's Replacement Vehicle

Good afternoon Mr. Allen,

The initial replacement vehicle (2013 Suburban) we inquired about leasing is no longer available. However, GSA has offered us another great selection. Mr. Allen it's the 2013 Chevy Tahoe, that we discussed yesterday. I have tentatively put the Tahoe on hold for EPA without penalty. This vehicle is available for pick up on Friday, February 17th from Springfield, VA. The Malibu must be returned, before we take possession of the Tahoe. I have requested pictures of the vehicle and I should receive them on Tuesday. The February monthly lease cost for the Tahoe will be prorated, therefore it will be slightly less than the monthly cost. Below is a breakdown of costs associated with obtaining the replacement vehicle and a description of the replacement vehicle. If you have any additional questions, please don't hesitate to contact Lenee' or myself. Thank you Mr. Allen and have a great weekend!

Other Replacement Costs

- | | |
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| 1. Removal of the Law Enforcement Lights (LEL) from the Mailibu | -- Estimate: \$ 600.00 |
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| 3. LEL/Tinted Windows installed on the Tahoe | -- Estimate: \$3,200.00 |

Replacement Vehicle Specifications

Year/Make/Model: 2013 Chevy Tahoe
Monthly Lease: \$304.00
Color: Dark Brown
Fuel Type: E-85
Mileage: 23K

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/10/2017 2:09:54 AM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: Re: Vehicle Approval

Thanks Bren. I was going to ask you to call him.

Sent from my iPhone

On Feb 9, 2017, at 5:22 PM, Randall, Brenda <Randall.Brenda@epa.gov> wrote:

Hey Lenée',

He just called me and asked a few questions. He said he was going to check back with me tomorrow morning about the cost of the current and potential new vehicle. I will send you an update tomorrow after we talk. Have a good weekend!!

From: Morina, Lenée
Sent: Thursday, February 09, 2017 5:18 PM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: Fwd: Vehicle Approval

Hey Bren,

See email below.

Sent from my iPhone

Begin forwarded message:

From: "Morina, Lenée" <Morina.Lenee@epa.gov>
Date: February 9, 2017 at 5:15:57 PM EST
To: "Allen, Reginald" <Allen.Reginald@epa.gov>
Subject: Re: Vehicle Approval

Hi Reggie,

Absolutely. I'm out tomorrow back on Monday. Please let me know if you have any questions.

Sent from my iPhone

On Feb 9, 2017, at 4:47 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Can we hold until Friday this transaction- if not too late - need to understand lease cost difference and ask a few questions on other agency practices on these type of vehicles.

Thanks

Reggie

Reginald E. Allen, SES

Director, Administrative and Executive Services

Office of the Administrator

U.S. Environmental Protection Agency

Office [202-564-0444](tel:202-564-0444)

Direct [202-564-1029](tel:202-564-1029)

Cell [202-306-2879](tel:202-306-2879)

On Feb 9, 2017, at 9:58 AM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Thank you.

From: Allen, Reginald

Sent: Thursday, February 09, 2017 9:54 AM

To: Morina, Lenée <Morina.Lenee@epa.gov>

Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>

Subject: Re: Vehicle Approval

OK do it

Thanks

Reggie

Reginald E. Allen, SES

Director, Administrative and Executive Services

Office of the Administrator

U.S. Environmental Protection Agency

Office [202-564-0444](tel:202-564-0444)

Direct [202-564-1029](tel:202-564-1029)

Cell [202-306-2879](tel:202-306-2879)

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If you have any questions, please let me know.

Lenee' Morina
Branch Chief, Headquarters Services
Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Morina, Lenee [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/9/2017 10:17:40 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: Fwd: Vehicle Approval

Hey Bren,

See email below.

Sent from my iPhone

Begin forwarded message:

From: "Morina, Lenee" <Morina.Lenee@epa.gov>
Date: February 9, 2017 at 5:15:57 PM EST
To: "Allen, Reginald" <Allen.Reginald@epa.gov>
Subject: Re: Vehicle Approval

Hi Reggie,

Absolutely. I'm out tomorrow back on Monday. Please let me know if you have any questions.

Sent from my iPhone

On Feb 9, 2017, at 4:47 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Can we hold until Friday this transaction- if not too late - need to understand lease cost difference and ask a few questions on other agency practices on these type of vehicles.
Thanks
Reggie

Reginald E. Allen, SES
Director, Administrative and Executive Services
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Direct [202-564-1029](tel:202-564-1029)
Cell [202-306-2879](tel:202-306-2879)

On Feb 9, 2017, at 9:58 AM, Morina, Lenee <Morina.Lenee@epa.gov> wrote:

Thank you.

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenee <Morina.Lenee@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John

<Reeder.John@epa.gov>

Subject: Re: Vehicle Approval

OK do it

Thanks

Reggie

Reginald E. Allen, SES

Director, Administrative and Executive Services

Office of the Administrator

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Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/9/2017 10:17:00 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
Subject: Fwd: Vehicle Approval

FYI

Sent from my iPhone

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To: "Allen, Reginald" <Allen.Reginald@epa.gov>
Subject: Re: Vehicle Approval

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Reginald E. Allen, SES
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Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

OK do it

Thanks
Reggie

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Lenée' Morina
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Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

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Sent: 2/9/2017 10:15:57 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
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Subject: Re: Vehicle Approval

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Facilities Management Services Division
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202-564-5304

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Sent: 2/9/2017 9:03:11 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
Subject: RE: Vehicle Approval

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Don is not driving the vehicle. The driver, Phil Somerville is driving him around.

From: Noga, Vaughn
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To: Morina, Lenée <Morina.Lenée@epa.gov>
Subject: RE: Vehicle Approval

He made it sound like the Malibu was the Administrator's backup vehicle. Just curious – is Don driving himself around, or is he being driven by the protective detail. If he is being driven by the detail, are there any issues associated – since he is not the Administrator.

V

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To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: RE: Vehicle Approval

Hi Vaughn,

Did you ask Byford to check into any other requirements? He was a little confused.

Thanks

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:22 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Vehicle Approval

Hi Vaughn,

I just finished speaking with Byford regarding your concern with the driver, Phil Sommerville, operating the lights and siren for the Deputy Administrator's vehicle. The driver is not authorized to operate the emergency equipment because he is not a law enforcement (1811 series) employee.

Are there any other requirements you need me to check into? If so, please let me know.

Thanks

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 1:57 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: Re: Vehicle Approval

I think there are other issues that need to be resolved - Bryford will call you.

Sent from my iPhone

On Feb 9, 2017, at 1:53 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Hi Donna/Vaughn,

Below is the approval I received from Reggie Allen. Again, my apology for moving on this. When Donald said Donna told him to call me, I automatically thought Donna V. From here on out, I will confirm that the request is coming from Donna V.

If either of you need anything else, please let me know.

Thanks

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

OK do it
Thanks
Reggie

Reginald E. Allen, SES
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office [202-564-0444](tel:202-564-0444)
Direct [202-564-1029](tel:202-564-1029)
Cell [202-306-2879](tel:202-306-2879)

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Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/9/2017 7:24:00 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
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Lenée' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/9/2017 7:22:29 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
CC: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]; Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
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Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>

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OK do it

Thanks

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Reginald E. Allen, SES

Director, Administrative and Executive Services

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Branch Chief, Headquarters Services Branch

Facilities Management Services Division

Office of Administration/OARM

U.S. Environmental Protection Agency

202-564-5304

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Sent: 2/9/2017 6:58:04 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
CC: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]; Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
Subject: RE: Vehicle Approval

Thanks. I spoke with Byford and Rickie yesterday regarding the request. I will follow up.

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Sent: Thursday, February 09, 2017 1:57 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
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Lenée' Morina

Branch Chief, Headquarters Services Branch

Facilities Management Services Division

Office of Administration/OARM

U.S. Environmental Protection Agency

202-564-5304

Message

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Sent: 2/9/2017 6:33:37 PM
To: Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
CC: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
Subject: Re: Transportation Request

In route

Sent from my iPhone

On Feb 9, 2017, at 1:20 PM, Blankenship, Steven <Blankenship.Steven@epa.gov> wrote:

Sherry.. Vaughn needs to discuss this with you and Lenee. Can you head over to 5340. Thanks.

Steve Blankenship
 Chief of Staff
 Office of Administration, OARM
 W: 202/564-6905

Personal Phone / Ex. 6

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 1:18 PM
To: Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: Fwd: Transportation Request

What???

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: February 9, 2017 at 1:01:21 PM EST
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>
Subject: FW: Transportation Request

?

From: Morina, Lenee
Sent: Thursday, February 09, 2017 12:54 PM
To: Benton, Donald <benton.donald@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: Transportation Request
Importance: High

Good afternoon Donald,

I wanted to follow up with you regarding the request to upgrade the Deputy Administrator's Malibu. Great news, the lease is up on the Malibu so it is time to change out the vehicle. As mentioned yesterday, GSA located a 2013 Chevy Tahoe (gray) with 49k miles. However, after further checking their inventory, a 2013 black on black Chevy Suburban with 32k miles is available. FMSD provided Mardiko Ellis (funding official for the Administrator's office), with the following cost needed to complete the transaction:

- <!--[if !supportLists]--><!--[endif]-->Removal of the Law Enforcement Lights (LEL) from the Malibu - \$600.00;
- <!--[if !supportLists]--><!--[endif]-->Three months of payments for the Suburban - \$1,047.00 (\$349.00 per month);
- <!--[if !supportLists]--><!--[endif]-->LEL installation for the Suburban - \$3,200.00; and
- <!--[if !supportLists]--><!--[endif]-->Potential cleanup cost for the Malibu - \$1,000.00 (funds will be due upon receipt of bill from GSA).

Once FMSD receives the funding document to include cost for the first three items, we can move forward with the lease for the Suburban and the return of the Malibu. Lastly, Reggie Allen is aware of the requirement.

If you have any questions, please let me know.

Lenee' Morina
 Branch Chief, Headquarters Services Branch
 Facilities Management Services Division
 Office of Administration/OARM
 U.S. Environmental Protection Agency
 202-564-5304

Message

From: Morina, Lenée [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=B4F60943342348028F52771A9BDC50D6-LMORINA]
Sent: 2/9/2017 5:54:24 PM
To: Benton, Donald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=9a612fef5295424d9d78d3145c6cfe36-Benton, Don]
CC: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
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Sent: 2/9/2017 2:59:46 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: FW: Vehicle Approval

Hi Bren,

Reggie Allen has approved the leasing of the Suburban. Please move quickly to secure the lease. Please let me know if you need me to do anything.

I appreciate you!

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

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Sent: 2/9/2017 2:58:39 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
CC: Cuscino, Glen [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=408cd6e1faa0408f9e9867c33d421c9d-Cuscino, Glen]; Reeder, John [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=aa56f6b0d507483fba530f3abbf6c94f-JREEDER]
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Thank you.

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Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Ellison, Mardiko [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=872FCE8A91FD488BB3B3B23C83BA4A82-MELLIS02]
Sent: 7/23/2018 4:38:31 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Lease agreement
Attachments: image2018-07-23-121624.pdf

I found this PR. It shows the PBI/Ex. 4 payment but I have no backup information. Therefore, I don't know why the payment change/decrease. Thank you.

-----Original Message-----

From: DC-WJCN-2432Z-M@epa.gov [mailto:DC-WJCN-2432Z-M@epa.gov]
Sent: Monday, July 23, 2018 12:16 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject:

<h1 style="margin: 0;">REQUISITION</h1>				PROCUREMENT REQUEST NO. PR-OARM-16-00788	
1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT Brenda Randall/202-564-4518				REQUISITION DATE 09/06/2016	
3. ORIGINATING OFFICE DATA HPOD				2. TYPE OF REQUEST (Check one) A. <input checked="" type="checkbox"/> NEW REQUEST B. <input type="checkbox"/> CHANGE TO PENDING PR NO. _____ C. <input type="checkbox"/> MODIFICATION TO CONTRACT OR ORDER NO. _____	
4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)				6. CONSIGNEE AND DESTINATION US EPA 1200 Pennsylvania Ave NW Washington DC 20460	
5. APPROVALS					
APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING		
			INITIALS (D)	ROUTING SYMBOL (E)	
(1) AUTHORIZED REQUISITIONER Brenda Randall	OARM-HQ	09/07/2016			
(2) Financial Interface	COTS	09/07/2016			
(3) Mardiko Ellison	OA	09/07/2016			
(4) Glen Cuscino	OLEM/OPM	09/07/2016			
7. DATE(S) REQUIRED 09/06/2016				8. GOVERNMENT FURNISHED PROPERTY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "yes" see par. 8 of instructions on next page.)	
9. DESCRIPTION OF ITEMS OR SERVICES					
ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT (E)	AMOUNT (F)
0001	Need Date: 09/06/2016 Brand Name: N Rec Proc Method: EXISTING CONTRACT Late Commitment: Y BEFY: 16 EFY: 17 Fund: B Budget Org: 11T Program (PRC): ZZZMG5 Budget (BOC): 2504 DCN - Line ID: 1611A61068-001 FOB: Destination AUTOFLEX - Contract # EP-G15H-01014 - Administrator's Vehicle (Tahoe), Funding provided from the Administrator's Office to cover the monthly lease cost of PBI/Ex. 4 per month from October 2016 through February 2017				3,825.00
				TOTAL ESTIMATED COST \$3,825.00	
10. ACCOUNTING DATA Accounting Info : 16-17-B-11T-ZZZMG5-2504-1611A61068-001					

Message

From: Ellison, Mardiko [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=872FCE8A91FD488BB3B3B23C83BA4A82-MELLIS02]
Sent: 7/23/2018 4:12:03 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Lease agreement
Attachments: image2018-07-23-120855.pdf

This is the initial paperwork. This also say PBI / Ex. 4 still looking.

-----Original Message-----

From: DC-WJCN-2432Z-M@epa.gov [mailto:DC-WJCN-2432Z-M@epa.gov]
Sent: Monday, July 23, 2018 12:09 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject:

READ INSTRUCTIONS ON NEXT PAGE

Page 1 of 3

REQUISITION				PROCUREMENT REQUEST NO. PR-OARM-14-01050	
1. NAME, PHONE NUMBER, AND ROUTING SYMBOL OF PERSON TO CONTACT BRYFORD METOYER/202-564-0310				REQUISITION DATE 09/29/2014	
3. ORIGINATING OFFICE DATA US EPA				2. TYPE OF REQUEST (Check one) A. <input checked="" type="checkbox"/> NEW REQUEST	
4. ADDITIONAL INFORMATION (Suggested supply sources, security data, etc.)				B. <input type="checkbox"/> CHANGE TO PENDING PR NO. _____	
				C. <input type="checkbox"/> MODIFICATION TO CONTRACT OR ORDER NO. _____	
5. APPROVALS				6. CONSIGNEE AND DESTINATION	
APPROVING OFFICIALS (A)	ROUTING SYMBOL (B)	DATE (C)	INTERNAL ROUTING		
			INITIALS (D)	ROUTING SYMBOL (E)	
(1) AUTHORIZED REQUISITIONER Bryford Metoyer	OARM-HQ	10/14/2014			US EPA 1200 Pennsylvania Ave NW Washington DC 20460
(2) Financial Interface	COTS	10/15/2014			
(3) Mardiko Ellison	OA	10/15/2014			7. DATE(S) REQUIRED 02/14/2015
(4) Louise Kitamura	OW	10/15/2014			8. GOVERNMENT FURNISHED PROPERTY <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO (If "yes," see part 8 of instructions on next page.)
9. DESCRIPTION OF ITEMS OR SERVICES					
ITEM NO. (A)	ITEM OR SERVICE (include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT (E)	AMOUNT (F)
	<p>Need Date: 02/13/2015 Brand Name: N Rec Proc Method: EXISTING CONTRACT Alt COR/P.O.: Bryford Metoyer BFY: 15 EFY: 16 Fund: B Budget Org: 11A Program (PRC): ZZZME8 Budget (BOC): 2504 DCN - Line ID: 1511A51002-001 FOB: Destination</p> <p>Initial funding to acquire a commercial lease vehicle, the Chevy Tahoe 4WD Flex-Fuel. This vehicle supports the Administrator's Office and is limited to PBI / Ex. 4</p> <p>PBI / Ex. 4</p> <p>PBI / Ex. 4 Additionally, an estimated PBI / Ex. 4 for damage, and installation/removal of emergency equipment is projected. The projected funding period is Feb 15, 15 - Feb 14, 18.</p> <p>Previous DCN: N/A</p>				
0001	Initial funding to acquire a commercial lease vehicle, the Chevy Tahoe 4WD Flex-Fuel. This Continued ...				38,340.00
				TOTAL ESTIMATED COST \$38,340.00	
10. ACCOUNTING DATA					
Accounting Info : 15-16-B-11A-ZZZME8-2504-1511A51002-001					

INSTRUCTIONS FOR PREPARATION OF PROCUREMENT REQUEST (PR)

- GENERAL** - Leave upper right hand corner blank. These spaces are for procurement office use. Complete all applicable blanks. NAME, PHONE NUMBER AND ROUTING SYMBOL of person to contact concerning this request.
- ITEM 1** - justification should be attached to the PR. The justification should state why expedited handling is necessary and the probable results if the indicated delivery date(s) is not met.
- ITEM 2** - **TYPE OF REQUEST**
 A. Check "New Request" if this is an initial request.
 B. If this is a change to a pending PR, check and enter PR number assigned by procurement office.
 C. If PR is for modifying an existing order or contract, check box, and enter order or contract number assigned by procurement office.
- ITEM 3** - **ORIGINATING OFFICE DATA.** Enter any internal data needed by the office preparing the PR, such as internal PR number, project or task number etc.
- ITEM 4** - **ADDITIONAL INFORMATION.** Use this space to indicate suggested sources of supply, any applicable security classification, or for other instructions or data.
 If the items or services are proposed to be obtained from only one source of supply, furnish a "sole source" justification with the PR.
- ITEM 5** - **APPROVALS.**
COL.A_APPROVING OFFICIALS. Enter typed name and title for approving officials as indicated below:
 (1) Authorized Requisitioner. Signature of person authorized to approve request for procurement action.
 (2) - (4) For use as may be required by local instructions.
COL.B_ROUTING SYMBOL. Self-explanatory
COL.C_DATE. Give date of approval.
COL.D AND COL.E_INTERNAL ROUTING. Use these blocks only if internal review and intermediate approvals are required by approving officials.
- ITEM 6** - **CONSIGNEE AND DESTINATION** Enter the name of the consignee and address location where requested items are to be delivered or services are to be performed.
 If shipments are to be made to more than one destination, enter words "Multiple Destinations" in this block, and attach a list of the consignee address where shipments are to be made.
- ITEM 7** - **DATE(S) REQUIRED.** Enter the date(s) that re-requested items are required. Do not use "as soon as possible" or similar terms. When the requested items and/or services are required sooner than the normal procurement lead-time would permit, a written
- ITEM 8** - **GOVERNMENT FURNISHED PROPERTY.** If "Yes" is checked, describe each item to be furnished by the Government and state its acquisition cost (estimated if unattainable), and state the use to be made of the item(s) by the contractor.
- ITEM 9** - **DESCRIPTION OF ITEMS OR SERVICES**
COL.A_ITEM NO. Enter item numbers in numerical sequence.
COL.B_ITEM OR SERVICE. Identify applicable specifications, drawings, and purchase descriptions, and attach a copy of each. Provide Federal Stock Numbers if known and manufacturer's part number, if applicable.
 If a brand name or equal product, state the commercial brand name and model, and set forth those characteristics essential to Government needs.
 Furnish any special shipping and routing instructions, and any preservation, packaging, packing, and marking instructions.
 Furnish any other instructions, such as inspection and testing requirements
COL.C_QUANTITY. Enter the quantity of each item requested.
COL.D_UNIT. The measure such as "each", or "set"
COL.E_ESTIMATED UNIT COST. Use the most current price available, i.e., the reasonable "going market price," as may be obtainable from commercial catalogs, price lists, bulletins, reports, trade journals and the like.
 If the requested item or service has been previously procured, and no other more current pricing data is available, use last known purchase price.
COL.F_ESTIMATED TOTAL COST. Enter the total estimated cost for each item and grand total cost for all items.
- ITEM 10** - **ACCOUNTING DATA.** Enter the appropriations(s) under which funds have been made available, and any other accounting data required.

ITEM NO. (A)	ITEM OR SERVICE (Include Specifications and Special Instructions) (B)	QUANTITY (C)	UNIT (D)	ESTIMATED COST	
				UNIT PRICE (E)	AMOUNT (F)
	<p>vehicle supports the Administrator's Office and is limited to PBI / Ex. 4</p> <p>PBI / Ex. 4</p> <p>PBI / Ex. 4 Additionally, an estimated PBI / Ex. 4 for damage, and installation/removal of emergency equipment is projected. The projected funding period is Feb 13, 15 - Feb 14, 18.</p> <p>Previous DCN: N/A</p>				

**Statement of Work
U.S. Environmental Protection Agency
Facilities Management and Services Division
Administrator's Vehicle Lease Services**

1.0 Background

The Office of Administration and Resources Management (OARM), Office of Administration (OA), Facilities Management and Services Division (FMSD) has program responsibilities for meeting the transportation needs of the EPA Administrator, located in the Washington, D.C., Metropolitan Area. It is anticipated for this acquisition, the vendor shall provide one government commercial lease vehicle. Duties and responsibilities shall be within the general scope of work required by the contract.

2.0 Scope of Work

The vendor shall provide the following government commercial lease vehicle and the associated specifications listed.

E85 Tahoe SUV (with third row seating)

EPA will have 12K miles to use per year or 36K for the 36 month lease period.

The vendor will provide DC license plates and registration for this vehicle. EPA will be responsible for all costs associated with routine fuel and maintenance of the vehicle.

EPA reserves the right to return the vehicle before the end of the current lease period. EPA will notify the vendor in advance (as soon as feasible) of their intent to return the vehicle.

EPA will remove installed equipment and repair the vehicle to operating condition. EPA will also repair any damage to the vehicle beyond the normal wear and tear prior to the vehicle being returned to the vendor.

The following vehicle specifications is required:

TECHNICAL SPECIFICATIONS

2015 Chevy Tahoe 4WD -

Mechanical Specs:

Colors

☒ Black Exterior

Powertrain

☒ Vortec 6.0L V8 SFI Flex Fuel Engine

☒ 2-Mode Strong Hybrid Automatic Transmission

**Statement of Work
U.S. Environmental Protection Agency
Facilities Management and Services Division
Administrator's Vehicle Lease Services**

☐ GVWR, 7300 lbs

☐ Rear Axle Ratio 3.08

Exterior

☐ Black Exterior

☐ Wheels, 4-18" x 8" Aluminum

☐ Tires, P265/65R18 All-Season

☐ Outside Heated Power-Adjustable Mirrors

☐ Rear Park Assist

☐ Solar-Ray Deep-Tinted Glass

Interior

☐ Leather Seats

☐ Front Bucket Seats

☐ Power Driver/Passenger Seat Adjuster

☐ Second Row 60/40 Split-Folding Bench, 3-Passenger

☐ Third Row 50/50 Split-Bench

☐ Remote Vehicle Starter System

☐ Power Locks/ Windows

☐ Floor Mats

☐ Tri-Zone Automatic Climate Control Air Conditioning

☐ Inside Rearview Auto-Dimming Mirror

☐ Mounted Audio and Cruise Controls on Steering Wheel

☐ Bluetooth for Phone

☐ Bose Premium 9-Speaker System

☐ AM/FM Stereo w/ CD Player Audio System w/ Navigation

☐ Rear Vision Camera

Safety

☐ Driver and Passenger Air Bags

☐ Daytime Running Lamps

**Statement of Work
U.S. Environmental Protection Agency
Facilities Management and Services Division
Administrator's Vehicle Lease Services**

- ☐ Traction Control System
- ☐ StabiliTrak Electronic Stability Control System
- ☐ Vehicle Anti-Theft System
- ☐ 4-Wheel ABS
- ☐ 4-Wheel Disc Brakes
- ☐ Rear Parking Assist
- ☐ Tire Pressure Monitor

Warranty

- ☐ Basic – 36 months/36K miles
- ☐ Drivetrain – 60 months/100K miles
- ☐ Corrosion – 72 months/100K miles
- ☐ Roadside assistance – 60 months/100K miles

COMMERCIAL LEASE VEHICLE SERVICES
INDEPENDENT GOVERNMENT COST ESTIMATE

Deliberative Process / Ex. 5

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. 001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. PR-OARM-14-01050	
5. PROJECT NO. (if applicable)		6. ISSUED BY HPOD US Environmental Protection Agency Ariel Rios Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460		7. ADMINISTERED BY (if other than item 6) CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) AUTOFLEX, INC Attn: Daniel MACDONALD 1206 RIDGELY ST BALTIMORE MD 21230		(x)		9A. AMENDMENT OF SOLICITATION NO.	
CODE 194849865		FACILITY CODE		9B. DATED (SEE ITEM 11)	
		X		10A. MODIFICATION OF CONTRACT/ORDER NO. GS-30F-0008L EP-G15H-01014	
				10B. DATED (SEE ITEM 13) 12/30/2014	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

See Schedule

Net Increase:

\$9,180.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF FAR 52.212-4 Contract Terms and Conditions - Commercial Items
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

DUNS Number: 194849865

Task Order Award for the 3 Year Lease of a 2015 Chevy Tahoe 4WD, Flex-Fuel

TOCOR: Bryford Metoyer Max Expire Date: 02/04/2018

The purpose of this modification is to exercise Option Period I of the order and to fully fund the option period.

LIST OF CHANGES:

Reason for Modification: Supplemental Agreement for work within scope


Period Of Performance Start Date changed from 05-FEB-15 to 05-FEB-16

Period Of Performance End Date changed from 04-FEB-16 to 04-FEB-17

Total Amount for this Modification: \$0.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9 A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print) Daniel MacDonald, VP		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Stefan Martiyan	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	
15C. DATE SIGNED 03/07/2016		16C. DATE SIGNED	

NSN 7540-01-152-8070
Previous edition unusableSTANDARD FORM 30 (REV. 10-63)
Prescribed by GSA
FAR (48 CFR) 53.243

CONTINUATION SHEET		REFERENCE NO. OF DOCUMENT BEING CONTINUED		PAGE	OF
		GS-30F-00081/EP-G15H-01014/001		2	2
NAME OF OFFEROR OR CONTRACTOR AUTOFLEX, INC					
ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>New Total Amount for this Version: \$9,180.00 New Total Amount for this Award: \$27,540.00 Obligated Amount for this Modification: \$9,180.00 New Total Obligated Amount for this Award: \$18,360.00</p> <p>CHANGES FOR LINE ITEM NUMBER: 0002 Obligated Amount for this modification: \$9,180.00 Exercised option</p> <p>NEW DELIVERY LOCATION RECORD: Quantity: 12 Amount: \$9,180.00</p> <p>Shipping Address: HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460</p> <p>NEW ACCOUNTING CODE ADDED: 15-16-B-11A-ZZZME8-2504-1511A51002-001 Amount: \$9,180.00</p> <p>Payment Address: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711 Delivery Location Code: HPOD HPOD US Environmental Protection Agency William Jefferson Clinton Building 1200 Pennsylvania Avenue, N. W. Mail Code: 3803R Washington DC 20460 USA</p> <p>Payment: RTP Finance Center US Environmental Protection Agency RTP-Finance Center (AA216-01) 109 TW Alexander Drive www2.epa.gov/financial/contracts Durham NC 27711</p> <p>FOB: Destination Period of Performance: 02/05/2016 to 02/04/2017</p>				

Message

From: DC-WJCW-B200F-M@epa.gov [DC-WJCW-B200F-M@epa.gov]
Sent: 4/18/2017 7:03:55 PM
To: Morina, Lenee [/o=ExchangeLabs/ou=Exchange Administrative Group
(FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Attachments: image2017-04-18-150354.pdf

Message

From: Sterling, Sherry [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=5890ED2AB33947E8953F48979017DFB1-STERLING, SHERRY]
Sent: 5/2/2017 10:58:33 AM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
Subject: RE: Suburban Options

Your guess is as good as mine!

From: Noga, Vaughn
Sent: Tuesday, May 02, 2017 6:44 AM
To: Sterling, Sherry <Sterling.Sherry@epa.gov>
Cc: Petrole, Maryann <Petrole.Maryann@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: Re: Suburban Options

Just curious - who did they think would "buy" the vehicle off the lot.

Sent from my iPhone

On May 2, 2017, at 6:40 AM, Sterling, Sherry <Sterling.Sherry@epa.gov> wrote:

FYI – yesterday’s issue with the car was that the protective detail was putting forth the idea that they would purchase the car for EPA “off the lot.” They thought they could do this in just a few days rather than wait through our process. The protective detail wants to “get it done.”

So do we. With our contract being issued tomorrow, we are one step closer to actually getting the car. Reggie has said that once the contract is signed, he can tell the protective detail that this is a “done deal.” That said, he is concerned that the protective detail/the administrator will want us to break the contract and purchase a car outright; hence, Lenée’s research into car purchasing as noted below. Once our contract is signed, GSA’s mantra is that it will take 2-3 months to get the car; however, we are working to speed that up.

Just wanted you to hear the saga of the Suburban in case anyone asks....

From: Morina, Lenée
Sent: Monday, May 01, 2017 4:21 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Sterling, Sherry <Sterling.Sherry@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Suburban Options

Good afternoon Reggie,

Sorry for the delay in responding, I was awaiting a response from Benita Jackson, OAM, regarding the PR. She is working on the request and should have the contract awarded tomorrow morning.

In response to your other questions, after conducting research and speaking with Pam Legare/Kimberly Patrick, OAM and Byford Metoyer, Sustainable Transportation Solutions Branch, the EPA does not have statutory authority to purchase passenger motor vehicles. See sections 2.31 and 5.3 of the Fleet Management Manual <http://intranet.epa.gov/transportation/fleet/guidance/manual.htm>

All GSA leased and EPA owned passenger motor vehicles must be procured through GSA. Therefore, although the PSD has located a vehicle that meets the Administrator’s needs, the EPA would still be

required to submit a justification to GSA. Upon receipt of the justification, GSA would enter the requirements into their system, using specs provided by EPA and build the vehicle according to those specs. Once entered, it is not guaranteed that the GSA would be able to procure the vehicle identified by the PSD. If the GSA can build the vehicle, it will take 2-3 months for the Agency to take possession of the vehicle.

With respect to flex fuel, EPCA 1992 requires that 75% of all new acquisitions be alternative fuel vehicles. Additionally, EISA 2007, requires that all new passenger vehicle acquisitions be low greenhouse gas. However, the attached memo states that vehicles designated as law enforcement and emergency response are exempt from the alternate fuel vehicle acquisition requirements. FYI, historically, every Administrator has leased alternative fuel vehicles.

With respect to leasing versus agency owned vehicle – the only difference is the leasing agreements can include maintenance cost in the lease rate. Everything else (fuel, registration and modifications) are outside the lease and/or purchase rates. Although this is the only difference, as you may know, maintenance can be very expensive.

I believe I provided you with responses to all we discussed. If not, please let me know.

Thanks

From: Allen, Reginald
Sent: Monday, May 01, 2017 9:09 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Morina, Lenee <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: FW: Suburban Options

Team

See Nino's note below – they are really trying to find a way to get the Administrator's vehicle faster – can one of draft a reply to his questions for me to respond.

Thanks
 Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale
Sent: Friday, April 28, 2017 5:15 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Privacy Info in Enforcement Records / Ex. 7(c) Barnet, Henry <Barnet.Henry@epa.gov>; Privacy Info in Enforcement Records / Ex. 7(c)
Subject: Re: Suburban Options

Sir,

I believe the vehicle [redacted] has in his specifications is a Suburban. If you don't mind explaining to us specifically what are the specifications for such a purchase? So I understand clearly are we only to buy Flex fuel vehicles? If so what exactly are the regulations stating this requirement?

Many new suburbans to date do not specify flex fuel and I just don't want us all spinning our wheels here without clear guidance. For example our vehicles in our PSD fleet are not all flex fuel. I drive a Ford Interceptor and it is not flex fuel vehicle. So why is this the case and is there room for such a purchase for the Administrator's vehicle?

Let us know what our parameters are on this pending issue and thanks again for your patience.

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: +1 202 263 9115



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Help EPA fight pollution. Report environmental violations at <http://www.epa.gov/tips>

Sent from my iPhone

On Apr 28, 2017, at 3:22 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Guys

Are we not wanting a Suburban now? It is about to be ordered. Need to set you guys up with OARM Facilities so they can walk you the process they have for getting vehicles - not my process the agency/OARM process. Let me know when you guys have few minutes next week and I will set it up.

Reggie

Reginald E. Allen, SES
Assistant Deputy Chief of Staff
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

On Apr 28, 2017, at 2:54 PM, Privacy Info in Enforcement Records / Ex. 7(c) wrote:

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of the Administrator and the security needs of the protection detail.

Both of these dealerships advised me they participate in the GSA leasing and purchase program and further advised they have the vehicle in stock and available for immediate delivery.

These vehicles have all the features that were requested.

The submitted quotes on a 2017 GMC Yukon Denali XL are located below for your review. I have been advised that these vehicles can be purchased or leased depending on the budget – and again – are available for immediate delivery.

Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)

[2017 GMC Yukon XL Denali 4WD]

Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com <<http://www.chevroletofalexandria.com>

a.com>
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees

[2017 GMC Yukon XL Denali 4WD]
Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300
c: (301) 509-9245

V/r

Privacy Info in Enforcement Records / Ex. 7(c)

WARNING - THE INFORMATION CONTAINED HEREIN
MAY INCLUDE LAW ENFORCEMENT SENSITIVE AND/OR
PRIVACY ACT INFORMATION, THE FURTHER
DISTRIBUTION OF WHICH (BEYOND THE RECIPIENTS TO
WHOM IT HAS BEEN ADDRESSED) MAY BE IN
VIOLATION OF FEDERAL INFORMATION SECURITY
REGULATIONS, CIVIL AND/OR CRIMINAL LAW WITHOUT
THE EXPRESSED PRIOR WRITTEN CONSENT TO RELEASE
AND/OR DISSEMINATE FURTHER BY THE U.S. EPA-
CID. IF YOU ARE NOT THE INTENDED RECIPIENT
PLEASE CONTACT THE SENDER BY REPLY E-MAIL AND
DESTROY ALL COPIES OF THE ORIGINAL MESSAGE AND
ATTACHMENTS.

<image001.png>

<GMC Specs.pdf>

<2017-gmc-yukon-brochure.pdf>

<EPA.PDF>

<Federal Fleet Performance Follow-up Memo 4-12-13.docx>

Message

From: Sterling, Sherry [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=5890ED2AB33947E8953F48979017DFB1-STERLING, SHERRY]
Sent: 5/2/2017 10:40:42 AM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]; Petrole, Maryann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=594a55706f5342a7b5d213d2aff3153e-Petrole, MaryAnn]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
Subject: FW: Suburban Options
Attachments: Federal Fleet Performance Follow-up Memo 4-12-13.docx

FYI – yesterday’s issue with the car was that the protective detail was putting forth the idea that they would purchase the car for EPA “off the lot.” They thought they could do this in just a few days rather than wait through our process. The protective detail wants to “get it done.”

So do we. With our contract being issued tomorrow, we are one step closer to actually getting the car. Reggie has said that once the contract is signed, he can tell the protective detail that this is a “done deal.” That said, he is concerned that the protective detail/the administrator will want us to break the contract and purchase a car outright; hence, Lenée’s research into car purchasing as noted below.

Once our contract is signed, GSA’s mantra is that it will take 2-3 months to get the car; however, we are working to speed that up.

Just wanted you to hear the saga of the Suburban in case anyone asks....

From: Morina, Lenée
Sent: Monday, May 01, 2017 4:21 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Sterling, Sherry <Sterling.Sherry@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Suburban Options

Good afternoon Reggie,

Sorry for the delay in responding, I was awaiting a response from Benita Jackson, OAM, regarding the PR. She is working on the request and should have the contract awarded tomorrow morning.

In response to your other questions, after conducting research and speaking with Pam Legare/Kimberly Patrick, OAM and Byford Metoyer, Sustainable Transportation Solutions Branch, the EPA does not have statutory authority to purchase passenger motor vehicles. See sections 2.31 and 5.3 of the Fleet Management Manual <http://intranet.epa.gov/transportation/fleet/guidance/manual.htm>

All GSA leased and EPA owned passenger motor vehicles must be procured through GSA. Therefore, although the PSD has located a vehicle that meets the Administrator’s needs, the EPA would still be required to submit a justification to GSA. Upon receipt of the justification, GSA would enter the requirements into their system, using specs provided by EPA and build the vehicle according to those specs. Once entered, it is not guaranteed that the GSA would be able to procure the vehicle identified by the PSD. If the GSA can build the vehicle, it will take 2-3 months for the Agency to take possession of the vehicle.

With respect to flex fuel, EAct 1992 requires that 75% of all new acquisitions be alternative fuel vehicles. Additionally, EISA 2007, requires that all new passenger vehicle acquisitions be low green-house gas. However, the attached memo states that vehicles designated as law enforcement and emergency response are exempt from the alternate fuel vehicle acquisition requirements. FYI, historically, every Administrator has leased alternative fuel vehicles.

With respect to leasing versus agency owned vehicle – the only difference is the leasing agreements can include maintenance cost in the lease rate. Everything else (fuel, registration and modifications) are outside the lease and/or purchase rates. Although this is the only difference, as you may know, maintenance can be very expensive.

I believe I provided you with responses to all we discussed. If not, please let me know.

Thanks

From: Allen, Reginald
Sent: Monday, May 01, 2017 9:09 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Morina, Lenee <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: FW: Suburban Options

Team

See Nino's note below – they are really trying to find a way to get the Administrator's vehicle faster – can one of draft a reply to his questions for me to respond.

Thanks
 Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale
Sent: Friday, April 28, 2017 5:15 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>

Privacy Info in Enforcement Records / Ex. 7(c)

Barnet, Henry <Barnet.Henry@epa.gov>

Privacy Info in Enforcement Records / Ex. 7(c)

Subject: Re: Suburban Options

Sir,

I believe the vehicle has in his specifications is a Suburban. If you don't mind explaining to us specifically what are the specifications for such a purchase? So I understand clearly are we only to buy Flex fuel vehicles? If so what exactly are the regulations stating this requirement?

Many new suburbans to date do not specify flex fuel and I just don't want us all spinning our wheels here without clear guidance. For example our vehicles in our PSD fleet are not all flex fuel. I drive a Ford Interceptor and it is not flex fuel vehicle. So why is this the case and is there room for such a purchase for the Administrator's vehicle?

Let us know what our parameters are on this pending issue and thanks again for your patience.

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: +1 202 263 9115



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Help EPA fight pollution. Report environmental violations at <http://www.epa.gov/tips>

Sent from my iPhone

On Apr 28, 2017, at 3:22 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Guys

Are we not wanting a Suburban now? It is about to be ordered. Need to set you guys up with OARM Facilities so they can walk you the process they have for getting vehicles - not my process the agency/OARM process. Let me know when you guys have few minutes next week and I will set it up.

Reggie

Reginald E. Allen, SES
Assistant Deputy Chief of Staff
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

On Apr 28, 2017, at 2:54 PM, Privacy Info in Enforcement Records / Ex. 7(c) wrote:

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of

the Administrator and the security needs of the protection detail.

Both of these dealerships advised me they participate in the GSA leasing and purchase program and further advised they have the vehicle in stock and available for immediate delivery.

These vehicles have all the features that were requested.

The submitted quotes on a 2017 GMC Yukon Denali XL are located below for your review. I have been advised that these vehicles can be purchased or leased depending on the budget – and again – are available for immediate delivery.

Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)

[2017 GMC Yukon XL Denali 4WD]

Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com<<http://www.chevroletofalexandria.com>>
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees

[2017 GMC Yukon XL Denali 4WD]
Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300
c: (301) 509-9245

V/r

Privacy Info in Enforcement Records / Ex. 7(c)

WARNING - THE INFORMATION CONTAINED HEREIN MAY INCLUDE LAW ENFORCEMENT SENSITIVE AND/OR PRIVACY ACT INFORMATION, THE FURTHER DISTRIBUTION OF WHICH (BEYOND THE RECIPIENTS TO WHOM IT HAS BEEN ADDRESSED) MAY BE IN VIOLATION OF FEDERAL INFORMATION SECURITY REGULATIONS, CIVIL AND/OR CRIMINAL LAW WITHOUT THE EXPRESSED PRIOR WRITTEN CONSENT TO RELEASE AND/OR DISSEMINATE FURTHER BY THE U.S. EPA-CID. IF YOU ARE NOT THE INTENDED RECIPIENT PLEASE CONTACT THE SENDER BY REPLY E-MAIL AND DESTROY ALL COPIES OF THE ORIGINAL MESSAGE AND ATTACHMENTS.

<image001.png>

<GMC Specs.pdf>

<2017-gmc-yukon-brochure.pdf>

<EPA.PDF>

Message

From: Sterling, Sherry [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=5890ED2AB33947E8953F48979017DFB1-STERLING, SHERRY]
Sent: 5/1/2017 12:41:51 PM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]
Subject: RE: Suburban Options

One of the reasons that I want to chat with Reggie is that we can't lease the vehicles that the security detail includes in their e-mail below. This is just the detail going off on their own.

Further, as you probably know, we are in the process of leasing a Suburban per their earlier request. The package is in OAM.

I'll make sure Reggie and Nino Perrotta (the head of the detail now) understand the situation.

Sherry

From: Noga, Vaughn
Sent: Monday, May 01, 2017 7:49 AM
To: Sterling, Sherry <Sterling.Sherry@epa.gov>
Cc: Petrole, Maryann <Petrole.Maryann@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: Re: Suburban Options

What exactly is the requirement - I want to make sure we are following the rules for leasing this type of vehicle.

Sent from my iPhone

On May 1, 2017, at 7:44 AM, Sterling, Sherry <Sterling.Sherry@epa.gov> wrote:

FYI --

From: Sterling, Sherry
Sent: Monday, May 01, 2017 7:43 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: FW: Suburban Options

Reggie – Per your note below, please give me a call (564-2701). Gayle is not in today and this seems to be going out of control.

Thanks.

Sherry

Sherry Sterling
 Acting Deputy Director
 Facilities Management and Services Division
 EPA/OARM/OA
 202-564-2701

From: "Allen, Reginald" <Allen.Reginald@epa.gov>
To: "Morina, Lenée" <Morina.Lenee@epa.gov>, "Randall, Brenda"

<Randall.Brenda@epa.gov>, "Jefferson, Gayle" <Jefferson.Gayle@epa.gov>

Subject: FW: Suburban Options

Gayle and team

See below from PSD, will discuss Monday

Reggie

Reginald E. Allen

Director, Administrative and Executive Services

Office of the Administrator

U.S. Environmental Protection Agency

Office 202-564-0444

Direct 202-564-1029

Cell 202-306-2879

Privacy Info in Enforcement Records / Ex. 7(c)

Sent: Friday, April 28, 2017 2:54 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>

Subject: Suburban Options

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of the Administrator and the security needs of the protection detail.

Both of these dealerships advised me they participate in the GSA leasing and purchase program and further advised they have the vehicle in stock and available for immediate delivery.

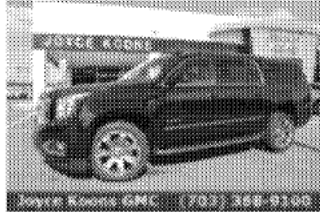
These vehicles have all the features that were requested.

The submitted quotes on a 2017 GMC Yukon Denali XL are located below for your review. I have been advised that these vehicles can be purchased or leased depending on the budget – and again – are available for immediate delivery.

Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)



Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke
MSRP: \$78,495 plus fees
Gov't price: \$74,000. *
* no fees



Steven Shakir
Sales Consultant
Ourisman Chevrolet Buick GMC of Alexandria
w: (703) 329-1300
c: (301) 509-9245

V/r

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Message

From: Sterling, Sherry [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=5890ED2AB33947E8953F48979017DFB1-STERLING, SHERRY]
Sent: 5/1/2017 11:44:23 AM
To: Noga, Vaughn [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=d8b74efe6bcb46b8b180dfbfe5ca4ad7-Noga, Vaughn]; Petrole, Maryann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=594a55706f5342a7b5d213d2aff3153e-Petrole, MaryAnn]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
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Sherry Sterling
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From: "Allen, Reginald" <Allen.Reginald@epa.gov>
To: "Morina, Lenée" <Morina.Lenee@epa.gov>, "Randall, Brenda" <Randall.Brenda@epa.gov>, "Jefferson, Gayle" <Jefferson.Gayle@epa.gov>
Subject: FW: Suburban Options

Gayle and team

See below from PSD, will discuss Monday

Reggie

Reginald E. Allen
 Director, Administrative and Executive Services
 Office of the Administrator
 U.S. Environmental Protection Agency
 Office 202-564-0444
 Direct 202-564-1029
 Cell 202-306-2879

Privacy Info in Enforcement Records / Ex. 7(c)

Sent: Friday, April 28, 2017 2:54 PM

To: Allen, Reginald <Allen.Reginald@epa.gov>

Cc: Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>

Subject: Suburban Options

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2017 GMC Yukon XL 4WD
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Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 4/13/2018 5:10:52 PM
To: Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
Subject: Fwd: SUV leasing
Attachments: SOW Commercial Vehicle Leas.doc; ATT00001.htm

Can you chase this down - need answers ASAP

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: April 13, 2018 at 12:49:05 PM EDT
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>, "Jefferson, Gayle" <Jefferson.Gayle@epa.gov>, "Simbanin, Cynthia" <Simbanin.Cynthia@epa.gov>
Subject: FW: SUV leasing

Hi – Please see the SOW. Is this really for the DAA? Or is it for the Deputy Administrator?

From: Legare, Pamela
Sent: Friday, April 13, 2018 12:42 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>
Subject: RE: SUV leasing

Donna,

Per the attached statement of work it is for the DAA. The PR was initiated by OARM/OA.

Pamela D. Legare, Deputy Director
 Office of Acquisition Management (OAM)
 U.S. Environmental Protection Agency
 1200 Pennsylvania Avenue, NW
 Room # 61234
 Mail Stop: 3801R
 Washington, DC 20460
 (202) 564-4310 (Phone)

EOP / Ex. 6

(202) 565-2475 (FAX)
 Email: legare.pamela@epa.gov

From: Vizian, Donna
Sent: Friday, April 13, 2018 12:37 PM
To: Legare, Pamela <Legare.Pamela@epa.gov>
Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>
Subject: RE: SUV leasing
Importance: High

Thanks. Do you know who initiated the PR? I am wondering if it is for the Deputy Administrator not a DAA

From: Legare, Pamela
Sent: Friday, April 13, 2018 12:34 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>
Subject: RE: SUV leasing

Hi Donna,

Attached is the purchase for the lease. The order states that the lease is for the Deputy Assistant Administrator.

Pamela D. Legare, Deputy Director
Office of Acquisition Management (OAM)
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Room # 61234
Mail Stop: 3801R
Washington, DC 20460
(202) 564-4310 (Phone)

EOP / Ex. 6

(202) 565-2475 (FAX)
Email: legare.pamela@epa.gov

From: Vizian, Donna
Sent: Friday, April 13, 2018 12:18 PM
To: Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela <Legare.Pamela@epa.gov>
Subject: FW: SUV leasing
Importance: High

Happy Friday – do you have this information?

From: Mike Soraghan [<mailto:msoraghan@eenews.net>]
Sent: Friday, April 13, 2018 11:51 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Press <Press@epa.gov>
Cc: Noga.Vaugh@epa.gov
Subject: RE: SUV leasing

Can someone please just tell me whether the vehicle leased on March 23, 2018, was for a DEPUTY ASSISTANT ADMINISTRATOR, or simply approved by a DEPUTY ASSISTANT ADMINISTRATOR?

Thanks,

Mike Soraghan
E&E News reporter
msoraghan@eenews.net
202-709-3699 (office and mobile)
[@MikeSoraghan](#)

From: Vizian, Donna [<mailto:Vizian.Donna@epa.gov>]
Sent: Thursday, April 12, 2018 12:42 PM
To: Mike Soraghan <msoraghan@eenews.net>
Cc: Noga.Vaugh@epa.gov
Subject: RE: SUV leasing

Thank you for your email. Please contact press@epa.gov.

From: Mike Soraghan [<mailto:msoraghan@eenews.net>]
Sent: Thursday, April 12, 2018 12:35 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Noga.Vaugh@epa.gov
Subject: SUV leasing

Ms. Vizian, Mr. Noga,

I am trying to get more information about some vehicle leasing contracts in 2017 and 2018.

According to USASpending.gov, EPA on March 23 spent \$10,080 with ACME Auto Leasing of North Haven, Conn., to lease a new Chevy Suburban for a deputy assistant administrator.

My questions are:

For which deputy assistant administrator was the vehicle leased?

Is it common practice for officials of that level to have a government vehicle?

Is this deputy driving herself/himself, or the official being driven by security or other EPA personnel?

Here is the description in the database entry:

ACME AUTO LEASING, LLC DEPUTY ASSISTANT ADMINISTRATOR COMMERCIAL LEASE-FOR NEW 2018 CHEVROLET SUBURBAN LT 4WD; BLACK/BLACK - BLACK FLOORING, 36 MONTH LEASE E-85 FLEX FUEL, LEATHER SEATS, (2) EXTRA CAPTAIN CHARIS IN THE MIDDLE, BENCH IN BACK ROW, SUNROOF, GPS/NAVIGATION, 15,000 ANNUAL MILEAGE, EXCESS MILEAGE CHARGE, DELIVERY/PICKUP INCLUDED IN PRICE, DC TAGS INCLUDED IN PRICE.

Award ID: EP18H000054

Before that, on May 2, 2017, EPA leased a New 2017 Chevrolet Suburban for \$10,200 a year on a 36 month lease (options up to \$30,600) from Advantage Leasing Associates LLC in Towson, Md. The award ID in [USASpending.gov](https://www.usaspending.gov) is EPG17H00966. The vehicle was described as:

NEW 2017 CHEVROLET SUBURBAN LT, E-85 FLEX FUEL, WI-FI, 4 WHEEL DRIVE, LEATHER SEATS, (2) EXTRA CAPTAIN CHAIRS IN THE MIDDLE (BENCH IN BACK ROW), BLACK/BLACK, BLACK FLOORING, SUNROOF, GPS NAVIGATION.

On Sept. 20, 2017, EPA paid \$15,933 to Natick Auto Sales of Marlborough, Mass. for "Chevrolet Suburban Emergency Response Modifications." Award ID: EP171000030

Was this vehicle for the administrator?

Are the "emergency response modifications" lights and sirens for the administrator's vehicle.

Had the agency been leasing Chevrolet Suburban vehicles prior to this? I've been told the agency had previously leased more modest "Tahoe" models and sedans.

Is the March 23, 2018 vehicle lease also for the administrator?

Thank you for any assistance you can provide. I can be reached at this email or at 202-709-3699.

Sincerely,

Mike Soraghan

E&E News reporter

msoraghan@eenews.net

202-709-3699 (office and mobile)

[@MikeSoraghan](#)

E&E NEWS

122 C Street NW 7th Floor Washington, DC 20001

www.eenews.net | [@EENewsUpdates](#)

Energywire, Climatewire, Greenwire, E&E Daily, E&E News PM, E&ETV

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 4/13/2018 5:34:56 PM
To: Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
CC: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: Re: SUV leasing

Thank you!

Sent from my iPhone

On Apr 13, 2018, at 1:31 PM, Blankenship, Steven <Blankenship.Steven@epa.gov> wrote:

Yes, this new lease was to replace the expiring lease on the DA's vehicle.

Steve Blankenship
 Chief of Staff
 Office of Administration, OARM
 W: 202/564-6905

EOP / Ex. 6

From: Vizian, Donna
Sent: Friday, April 13, 2018 1:20 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: RE: SUV leasing

Yes that is a good question.

From: Noga, Vaughn
Sent: Friday, April 13, 2018 1:15 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>
Subject: Re: SUV leasing

Ok - I think it would be important to find out if this vehicle was replacing a DA vehicle that was nearing the end of a lease. Was this a new vehicle, or replacing an existing vehicle.

Sent from my iPhone

On Apr 13, 2018, at 1:13 PM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

Cindy responded

From: Simbanin, Cynthia
Sent: Friday, April 13, 2018 1:12 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Noga, Vaughn <Noga.Vaughn@EPA.GOV>;
 Jefferson, Gayle <Jefferson.Gayle@epa.gov>

Cc: Morina, Lenée <Morina.Lenee@epa.gov>

Subject: RE: SUV leasing

Donna,

I gave Lenée Morina a quick call and you are correct. It was for the DA...not the DAA.

Cindy Simbanin

Deputy Director
Facilities Management and Services Division (FMSSD)
Office of Administration
Office of Administration and Resources Management, USEPA
Main Number: (202) 564-2030

Personal Phone / Ex. 6

Room: B200-B, WJC West

From: Vizian, Donna

Sent: Friday, April 13, 2018 12:49 PM

To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>; Jefferson, Gayle

<Jefferson.Gayle@epa.gov>; Simbanin, Cynthia <Simbanin.Cynthia@epa.gov>

Subject: FW: SUV leasing

Hi – Please see the SOW. Is this really for the DAA? Or is it for the Deputy Administrator?

From: Legare, Pamela

Sent: Friday, April 13, 2018 12:42 PM

To: Vizian, Donna <Vizian.Donna@epa.gov>

Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>

Subject: RE: SUV leasing

Donna,

Per the attached statement of work it is for the DAA. The PR was initiated by OARM/OA.

Pamela D. Legare, Deputy Director
Office of Acquisition Management (OAM)
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Room # 61234
Mail Stop: 3801R
Washington, DC 20460
(202) 564-4310 (Phone)

EOP / Ex. 6

(202) 565-2475 (FAX)

Email: legare.pamela@epa.gov

From: Vizian, Donna
Sent: Friday, April 13, 2018 12:37 PM
To: Legare, Pamela <Legare.Pamela@epa.gov>
Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>
Subject: RE: SUV leasing
Importance: High

Thanks. Do you know who initiated the PR? I am wondering if it is for the Deputy Administrator not a DAA

From: Legare, Pamela
Sent: Friday, April 13, 2018 12:34 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Patrick, Kimberly <Patrick.Kimberly@epa.gov>
Subject: RE: SUV leasing

Hi Donna,

Attached is the purchase for the lease. The order states that the lease is for the Deputy Assistant Administrator.

Pamela D. Legare, Deputy Director
Office of Acquisition Management (OAM)
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, NW
Room # 61234
Mail Stop: 3801R
Washington, DC 20460
(202) 564-4310 (Phone)

EOP / Ex. 6

(202) 565-2475 (FAX)
Email: legare.pamela@epa.gov

From: Vizian, Donna
Sent: Friday, April 13, 2018 12:18 PM
To: Patrick, Kimberly <Patrick.Kimberly@epa.gov>; Legare, Pamela <Legare.Pamela@epa.gov>
Subject: FW: SUV leasing
Importance: High

Happy Friday – do you have this information?

From: Mike Soraghan [<mailto:msoraghan@eenews.net>]
Sent: Friday, April 13, 2018 11:51 AM
To: Vizian, Donna <Vizian.Donna@epa.gov>; Press <Press@epa.gov>
Cc: Noga.Vaugh@epa.gov
Subject: RE: SUV leasing

Can someone please just tell me whether the vehicle leased on March 23, 2018, was for a DEPUTY ASSISTANT ADMINISTRATOR, or simply approved by a DEPUTY ASSISTANT ADMINISTRATOR?

Thanks,

Mike Soraghan
E&E News reporter
msoraghan@eenews.net
202-709-3699 (office and mobile)
[@MikeSoraghan](https://twitter.com/MikeSoraghan)

From: Vizian, Donna [<mailto:Vizian.Donna@epa.gov>]
Sent: Thursday, April 12, 2018 12:42 PM
To: Mike Soraghan <msoraghan@eenews.net>
Cc: Noga.Vaugh@epa.gov
Subject: RE: SUV leasing

Thank you for your email. Please contact press@epa.gov.

From: Mike Soraghan [<mailto:msoraghan@eenews.net>]
Sent: Thursday, April 12, 2018 12:35 PM
To: Vizian, Donna <Vizian.Donna@epa.gov>
Cc: Noga.Vaugh@epa.gov
Subject: SUV leasing

Ms. Vizian, Mr. Noga,

I am trying to get more information about some vehicle leasing contracts in 2017 and 2018.

According to [USASpending.gov](https://www.usaspending.gov), EPA on March 23 spent \$10,080 with ACME Auto Leasing of North Haven, Conn., to lease a new Chevy Suburban for a deputy assistant administrator.

My questions are:

For which deputy assistant administrator was the vehicle leased?

Is it common practice for officials of that level to have a government vehicle?

Is this deputy driving herself/himself, or the official being driven by security or other EPA personnel?

Here is the description in the database entry:

ACME AUTO LEASING, LLC DEPUTY ASSISTANT ADMINISTRATOR COMMERCIAL LEASE-FOR NEW 2018 CHEVROLET SUBURBAN LT 4WD; BLACK/BLACK - BLACK FLOORING, 36 MONTH LEASE E-85 FLEX FUEL, LEATHER SEATS, (2) EXTRA CAPTAIN CHARIS IN THE MIDDLE, BENCH IN BACK ROW, SUNROOF, GPS/NAVIGATION, 15,000 ANNUAL MILEAGE, EXCESS MILEAGE CHARGE, DELIVERY/PICKUP INCLUDED IN PRICE, DC TAGS INCLUDED IN PRICE.

Award ID: EP18H000054

Before that, on May 2, 2017, EPA leased a New 2017 Chevrolet Suburban for \$10,200 a year on a 36 month lease (options up to \$30,600) from Advantage Leasing Associates LLC in Towson, Md. The award ID in [USASpending.gov](https://www.usaspending.gov) is EPG17H00966. The vehicle was described as:

NEW 2017 CHEVROLET SUBURBAN LT, E-85 FLEX FUEL, WI-FI, 4 WHEEL DRIVE, LEATHER SEATS, (2) EXTRA CAPTAIN CHAIRS IN THE MIDDLE (BENCH IN BACK ROW), BLACK/BLACK, BLACK FLOORING, SUNROOF, GPS NAVIGATION.

On Sept. 20, 2017, EPA paid \$15,933 to Natick Auto Sales of Marlborough, Mass. for "Chevrolet Suburban Emergency Response Modifications." Award ID: EP171000030

Was this vehicle for the administrator?

Are the "emergency response modifications" lights and sirens for the administrator's vehicle.

Had the agency been leasing Chevrolet Suburban vehicles prior to this? I've been told the agency had previously leased more modest "Tahoe" models and sedans.

Is the March 23, 2018 vehicle lease also for the administrator?

Thank you for any assistance you can provide. I can be reached at this email or at 202-709-3699.

Sincerely,

Mike Soraghan
E&E News reporter
msoraghan@eenews.net
202-709-3699 (office and mobile)
[@MikeSoraghan](https://twitter.com/MikeSoraghan)

E&E NEWS

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Energywire, Climatewire, Greenwire, E&E Daily, E&E News PM, E&ETV

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 7/18/2018 5:00:31 PM
To: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: FW: E&C QFR on Vehicle Lease

Donna,

As you can see my folks are working the request. Is there a date you need this by?

From: Jefferson, Gayle
Sent: Wednesday, July 18, 2018 12:36 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>; Jackson, Yvette <Jackson.Yvette@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>; Morina, Lenée <Morina.Lenee@epa.gov>; Simbanin, Cynthia <Simbanin.Cynthia@epa.gov>; Collard, Erin <Collard.Erin@epa.gov>
Subject: RE: E&C QFR on Vehicle Lease

Looping in Lenée to help respond – it may take a bit as Brenda Randall recently retired & had all of those records – we'll get back with you asap.

Gayle L. Jefferson
 Director
 Facilities Management and Services Division (FMSD)
 OA/OARM/USEPA
 Main Number: (202)564-2030

Personal Phone / Ex. 6

From: Noga, Vaughn
Sent: Wednesday, July 18, 2018 11:12 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>
Cc: Blankenship, Steven <Blankenship.Steven@epa.gov>; Jackson, Yvette <Jackson.Yvette@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>
Subject: Fwd: E&C QFR on Vehicle Lease

Gayle,

Can you pull the info requested.

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: July 18, 2018 at 10:41:25 AM EDT
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>
Subject: Fwd: E&C QFR on Vehicle Lease

GM Can your folks answer this?

Begin forwarded message:

From: "Ringel, Aaron" <ringel.aaron@epa.gov>
Date: July 18, 2018 at 10:40:31 AM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>
Subject: E&C QFR on Vehicle Lease

Hey Donna, would you be the appropriate person to provide info for an answer to this QFR we got from Energy and Commerce? These are past due so quick turnaround would be greatly appreciated.

- a. It has been reported that EPA entered into a new vehicle lease for a Chevrolet Suburban at \$10,200 annually. This lease was reportedly for a more upscale LT model, instead of the LS model typically leased and included monthly charges of \$300 for luxury upgrades. What were the terms and rate of the previous vehicle used by the Administrator, and what was the rationale for these upgrades?

Thanks,
Aaron


Aaron E. Ringel
Deputy Associate Administrator
Office of Congressional & Intergovernmental Relations
U.S. Environmental Protection Agency
W: 202.564.4373
Ringel.Aaron@epa.gov

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 7/18/2018 3:37:14 PM
To: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: RE: E&C QFR on Vehicle Lease

ok

From: Vizian, Donna
Sent: Wednesday, July 18, 2018 11:18 AM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: Re: E&C QFR on Vehicle Lease

Will be back  about 12:15

On Jul 18, 2018, at 11:11 AM, Noga, Vaughn <Noga.Vaughn@EPA.GOV> wrote:

Should be the AO, but we can get the info from the previous vehicle. I will come by and see you at noon.

Sent from my iPhone

On Jul 18, 2018, at 10:41 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

GM Can your folks answer this?

Begin forwarded message:

From: "Ringel, Aaron" <ringel.aaron@epa.gov>
Date: July 18, 2018 at 10:40:31 AM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>
Subject: E&C QFR on Vehicle Lease

Hey Donna, would you be the appropriate person to provide info for an answer to this QFR we got from Energy and Commerce? These are past due so quick turnaround would be greatly appreciated.

- a. It has been reported that EPA entered into a new vehicle lease for a Chevrolet Suburban at \$10,200 annually. This lease was reportedly for a more upscale LT model, instead of the LS model typically leased and included monthly charges of \$300 for luxury upgrades. What were the terms and rate of the previous vehicle used by the Administrator, and what was the rationale for these upgrades?

Thanks,

Aaron

Aaron E. Ringel

*Deputy Associate Administrator
Office of Congressional & Intergovernmental Relations
U.S. Environmental Protection Agency*

W: 202.564.4373

Ringel.Aaron@epa.gov

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 7/18/2018 3:11:37 PM
To: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: Re: E&C QFR on Vehicle Lease

Should be the AO, but we can get the info from the previous vehicle. I will come by and see you at noon.

Sent from my iPhone

On Jul 18, 2018, at 10:41 AM, Vizian, Donna <Vizian.Donna@epa.gov> wrote:

GM Can your folks answer this?

Begin forwarded message:

From: "Ringel, Aaron" <ringel.aaron@epa.gov>
Date: July 18, 2018 at 10:40:31 AM EDT
To: "Vizian, Donna" <Vizian.Donna@epa.gov>
Subject: E&C QFR on Vehicle Lease

Hey Donna, would you be the appropriate person to provide info for an answer to this QFR we got from Energy and Commerce? These are past due so quick turnaround would be greatly appreciated.

- a. It has been reported that EPA entered into a new vehicle lease for a Chevrolet Suburban at \$10,200 annually. This lease was reportedly for a more upscale LT model, instead of the LS model typically leased and included monthly charges of \$300 for luxury upgrades. What were the terms and rate of the previous vehicle used by the Administrator, and what was the rationale for these upgrades?

Thanks,
 Aaron

Aaron E. Ringel
*Deputy Associate Administrator
 Office of Congressional & Intergovernmental Relations
 U.S. Environmental Protection Agency*

W: 202.564.4373
Ringel.Aaron@epa.gov

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/30/2017 6:22:58 PM
To: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]; Morina, Lenae [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Fwd: Suburban

Can someone call Reggie and let him know when the Suburban is scheduled to arrive.

Sent from my iPhone

Begin forwarded message:

From: "Barnet, Henry" <Barnet.Henry@epa.gov>
Date: May 30, 2017 at 8:18:32 AM PDT
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>
Subject: FW: Suburban

This is the last communication my PSD acting SAC Perrotta received from Reggie about the order of the Suburban for the Administrator. He states (e-mail below) a mid-July arrival date for the vehicle.

Henry E. Barnet, Director
 Office of Criminal Enforcement, Forensics & Training
 U.S. Environmental Protection Agency
 1200 Pennsylvania Avenue, N.W.
 WJC South Room 1211
 Washington, D.C. 20004
 202.564.2480

From: "Perrotta, Pasquale" <Perrotta.Pasquale@epa.gov>

Date: May 24, 2017 at 11:31:39 AM CDT

To: "Allen, Reginald" <Allen.Reginald@epa.gov>

Cc: Privacy Info in Enforcement Records / Ex. 7(c)

Privacy Info in Enforcement Records / Ex. 7(c)

Subject: Re: Suburban

Ok we will circle the wagon on this in mid June and if we could speak to the folks directly involved with the order some time in June, it would be ideal. If you have no issues reaching out that would be greatly appreciated. Thanks again!

V/r,

Nino Perrotta | Acting Special Agent in Charge
 U.S. Environmental Protection Agency |
 Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov

C: +1 202 263 9115

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On May 24, 2017, at 11:42 AM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Nino
My guess would be Mid July...

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale
Sent: Wednesday, May 24, 2017 11:41 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: **Privacy Info in Enforcement Records / Ex. 7(c)**

Privacy Info in Enforcement Records / Ex. 7(c)

Subject: Re: Suburban

Thank you so much! 6 weeks so more or less 4 more weeks? Let me know what else you can find out that will be appreciative.



let's plan for the work to be done end of June no hard wires

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: [+1 202 263 9115](tel:+12022639115)

<image001.png>

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On May 24, 2017, at 8:53 AM, Allen, Reginald
<Allen.Reginald@epa.gov> wrote:

Nino

I've asked OARM twice no specific response yet - they just said about six weeks - trying to nail down a more defined date with them and the vendor- I will pass along as soon as I get it.

Reggie

Reginald E. Allen, SES
Assistant Deputy Chief of Staff
U.S. Environmental Protection Agency
Office [202-564-0444](tel:202-564-0444)
Direct [202-564-1029](tel:202-564-1029)
Cell [202-306-2879](tel:202-306-2879)

On May 24, 2017, at 8:42 AM, Perrotta, Pasquale
<Perrotta.Pasquale@epa.gov> wrote:

Reginald,

Good morning!

Can you please let me know of the delivery date with regards to the suburban. We need to organize additional equipment for it and I would like to organize it around the delivery date.

V/r,

Nino Perrotta | Acting Special Agent
in Charge
U.S. Environmental Protection
Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: [+1 202 263 9115](tel:+12022639115)

<image001.png>

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Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/26/2017 10:11:38 AM
To: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: Fwd: Administrator's vehicle

Looks like everything is good. Took Henry a little while to get to the bottom of it.

Sent from my iPhone

Begin forwarded message:

From: "Barnet, Henry" <Barnet.Henry@epa.gov>
Date: May 25, 2017 at 8:20:23 PM EDT
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>
Cc: "Allen, Reginald" <Allen.Reginald@epa.gov>
Subject: Re: Administrator's vehicle

Vaughn,

The interim suburban vehicle was acquired by OCEFT through the GSA contract. One of our vehicles on lease was due for trade and the suburban happened to be available. This would be a short term fix for the vehicle the Administrator requested. As with all our vehicles, it is operated in accordance with GSA rules along with EPA/OCEFT policies & regulations (logs, fleet card, etc).

Reggie will need to respond regarding the new Suburban on order. OCEFT was not involved in that procurement.

Thanks,
Henry

Henry E. Barnet, Director
Office of Criminal Enforcement, Forensics & Training
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
WJC South Room 1211
Washington, D.C. 20004
202.564.2480

On May 25, 2017, at 5:08 PM, Noga, Vaughn <Noga.Vaughn@EPA.GOV> wrote:

Reggie,

My understanding from your VM was that PSD located a vehicle that can be used in the interim. I just want to make sure that we do things the correct way. Do you know if this is an existing EPA vehicle? If not, do you know if whoever got the vehicle received a waiver from GSA. Per 41 CFR CH. §101 -26.501-2 (Regulation governing vehicle procurements) - all vehicle procurements must go through GSA unless GSA authorizes local procurement via waiver.

Lastly, since I am not sure where this vehicle came from (internally/externally) I need to ensure that the operators of the vehicle are using a GSA fleet card. Per the EPA Fleet Manual - EPA designates the use of fleet credit cards for the payment of fuel and small maintenance services. We need to make sure they are using a Fleet card.

Thank you
Vaughn

From: Noga, Vaughn
Sent: Thursday, May 25, 2017 8:45 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Subject: Administrator's vehicle

Reggie,

Just a quick note to see if I can get some details on something my folks in FMSS made me aware of. They advised me that during a conversation with you the other day you told them that the PSD "procured" a Suburban for the Administrator. As you know we are working on this same activity, and we were recently told that the vehicle my folks are working on would be here by the end of June.

Can you please shed a little more light on the mechanism by which you all acquired the vehicle? Was this a purchase, or is it a lease? If it was a purchase, then what are your plans for the vehicle that will be arriving in June. If it was a lease, is it a short term lease? Any details you can provide would be greatly appreciated.

Thank you
Vaughn

Vaughn Noga
Director, Office of Administration
Office of Administration and Resources Management
U.S. Environmental Protection Agency
1200 Pennsylvania Ave
Washington DC 20460

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/26/2017 1:23:29 AM
To: Barnet, Henry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb4045a7ca97475698cfce824ae664b1-Barnet, Henry]
CC: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
Subject: Re: Administrator's vehicle

Thank you

Sent from my iPhone

On May 25, 2017, at 8:20 PM, Barnet, Henry <Barnet.Henry@epa.gov> wrote:

Vaughn,

The interim suburban vehicle was acquired by OCEFT through the GSA contract. One of our vehicles on lease was due for trade and the suburban happened to be available. This would be a short term fix for the vehicle the Administrator requested. As with all our vehicles, it is operated in accordance with GSA rules along with EPA/OCEFT policies & regulations (logs, fleet card, etc).

Reggie will need to respond regarding the new Suburban on order. OCEFT was not involved in that procurement.

Thanks,
Henry

Henry E. Barnet, Director
Office of Criminal Enforcement, Forensics & Training
U.S. Environmental Protection Agency
1200 Pennsylvania Avenue, N.W.
WJC South Room 1211
Washington, D.C. 20004
202.564.2480

On May 25, 2017, at 5:08 PM, Noga, Vaughn <Noga.Vaughn@EPA.GOV> wrote:

Reggie,

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Thank you
Vaughn

From: Noga, Vaughn
Sent: Thursday, May 25, 2017 8:45 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Subject: Administrator's vehicle

Reggie,

Just a quick note to see if I can get some details on something my folks in FMSS made me aware of. They advised me that during a conversation with you the other day you told them that the PSD "procured" a Suburban for the Administrator. As you know we are working on this same activity, and we were recently told that the vehicle my folks are working on would be here by the end of June.

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Thank you
Vaughn

Vaughn Noga
Director, Office of Administration
Office of Administration and Resources Management
U.S. Environmental Protection Agency
1200 Pennsylvania Ave
Washington DC 20460

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/25/2017 9:08:00 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
CC: Barnet, Henry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb4045a7ca97475698cfce824ae664b1-Barnet, Henry]
Subject: RE: Administrator's vehicle

Reggie,

My understanding from your VM was that PSD located a vehicle that can be used in the interim. I just want to make sure that we do things the correct way. Do you know if this is an existing EPA vehicle? If not, do you know if whoever got the vehicle received a waiver from GSA. Per 41 CFR CH. §101 -26.501-2 (Regulation governing vehicle procurements) - all vehicle procurements must go through GSA unless GSA authorizes local procurement via waiver.

Lastly, since I am not sure where this vehicle came from (internally/externally) I need to ensure that the operators of the vehicle are using a GSA fleet card. Per the EPA Fleet Manual - EPA designates the use of fleet credit cards for the payment of fuel and small maintenance services. We need to make sure they are using a Fleet card.

Thank you
 Vaughn

From: Noga, Vaughn
Sent: Thursday, May 25, 2017 8:45 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Subject: Administrator's vehicle

Reggie,

Just a quick note to see if I can get some details on something my folks in FMSD made me aware of. They advised me that during a conversation with you the other day you told them that the PSD "procured" a Suburban for the Administrator. As you know we are working on this same activity, and we were recently told that the vehicle my folks are working on would be here by the end of June.

Can you please shed a little more light on the mechanism by which you all acquired the vehicle? Was this a purchase, or is it a lease? If it was a purchase, then what are your plans for the vehicle that will be arriving in June. If it was a lease, is it a short term lease? Any details you can provide would be greatly appreciated.

Thank you
 Vaughn

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 Director, Office of Administration
 Office of Administration and Resources Management
 U.S. Environmental Protection Agency
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 Washington DC 20460

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Sent: 5/25/2017 1:35:06 PM
To: Allen, Reginald [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=799c3b0558e14130b17c66b2533548ba-Allen, Regi]
Subject: Administrator's vehicle

Reggie,

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From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBF5CA4AD7-NOGA, VAUGHN]
Sent: 5/24/2017 7:29:53 PM
To: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]
Subject: FW: Administrator's Suburban -- update

Interesting

From: Sterling, Sherry
Sent: Wednesday, May 24, 2017 3:23 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>; Stewart, Neil <Stewart.Neil@epa.gov>
Subject: RE: Administrator's Suburban -- update

Reggie did not reveal how they obtained the car. We can only guess that they used OECA/PSD funding and maybe used a credit card for the purchase??? (Brenda had a quote of about \$900-950 to do the month-to-month).

From: Noga, Vaughn
Sent: Wednesday, May 24, 2017 3:17 PM
To: Sterling, Sherry <Sterling.Sherry@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>; Stewart, Neil <Stewart.Neil@epa.gov>
Subject: RE: Administrator's Suburban -- update

What does procured mean?

From: Sterling, Sherry
Sent: Wednesday, May 24, 2017 3:16 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Morina, Lenée <Morina.Lenee@epa.gov>; Stewart, Neil <Stewart.Neil@epa.gov>
Subject: Administrator's Suburban -- update

FYI -- since the Administrator's vehicle is in your portfolio, I just wanted you to know....

When we were talking with Reggie Allen yesterday, he told us that PSD procured a Suburban for the Administrator to use until the new Suburban arrives. What is interesting to us is that PSD took this on themselves when Brenda had offered to get a month-to-month lease while we awaited the arrival of the new car. Oh well!

As for the new Suburban, Brenda just called for an update, and was told that we can expect it by the end of June.

Sherry

Sherry Sterling
 Acting Deputy Director
 Facilities Management and Services Division
 EPA/OARM/OA
 Office: 202-564-2701

Personal Phone / Ex. 6

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/24/2017 7:17:20 PM
To: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]; Petrole, Maryann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=594a55706f5342a7b5d213d2aff3153e-Petrole, MaryAnn]
CC: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]; Stewart, Neil [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=ffac1a3942aa4eddae73fe8e9383d53e-Stewart, Neil]
Subject: RE: Administrator's Suburban -- update

What does procured mean?

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Sent: Wednesday, May 24, 2017 3:16 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Petrole, Maryann <Petrole.Maryann@epa.gov>
Cc: Morina, Lenée <Morina.Lenée@epa.gov>; Stewart, Neil <Stewart.Neil@epa.gov>
Subject: Administrator's Suburban -- update

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Sherry

Sherry Sterling
 Acting Deputy Director
 Facilities Management and Services Division
 EPA/OARM/OA
 Office: 202-564-2701

Personal Phone / Ex. 6

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/2/2017 10:43:46 AM
To: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
CC: Petrole, Maryann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=594a55706f5342a7b5d213d2aff3153e-Petrole, MaryAnn]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
Subject: Re: Suburban Options

Just curious - who did they think would "buy" the vehicle off the lot.

Sent from my iPhone

On May 2, 2017, at 6:40 AM, Sterling, Sherry <Sterling.Sherry@epa.gov> wrote:

FYI – yesterday’s issue with the car was that the protective detail was putting forth the idea that they would purchase the car for EPA “off the lot.” They thought they could do this in just a few days rather than wait through our process. The protective detail wants to “get it done.” So do we. With our contract being issued tomorrow, we are one step closer to actually getting the car. Reggie has said that once the contract is signed, he can tell the protective detail that this is a “done deal.” That said, he is concerned that the protective detail/the administrator will want us to break the contract and purchase a car outright; hence, Lenée’s research into car purchasing as noted below. Once our contract is signed, GSA’s mantra is that it will take 2-3 months to get the car; however, we are working to speed that up. Just wanted you to hear the saga of the Suburban in case anyone asks....

From: Morina, Lenée
Sent: Monday, May 01, 2017 4:21 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Sterling, Sherry <Sterling.Sherry@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Suburban Options

Good afternoon Reggie,

Sorry for the delay in responding, I was awaiting a response from Benita Jackson, OAM, regarding the PR. She is working on the request and should have the contract awarded tomorrow morning.

In response to your other questions, after conducting research and speaking with Pam Legare/Kimberly Patrick, OAM and Byford Metoyer, Sustainable Transportation Solutions Branch, the EPA does not have statutory authority to purchase passenger motor vehicles. See sections 2.31 and 5.3 of the Fleet Management Manual <http://intranet.epa.gov/transportation/fleet/guidance/manual.htm>

All GSA leased and EPA owned passenger motor vehicles must be procured through GSA. Therefore, although the PSD has located a vehicle that meets the Administrator’s needs, the EPA would still be required to submit a justification to GSA. Upon receipt of the justification, GSA would enter the requirements into their system, using specs provided by EPA and build the vehicle according to those specs. Once entered, it is not guaranteed that the GSA would be able to procure the vehicle identified by the PSD. If the GSA can build the vehicle, it will take 2-3 months for the Agency to take possession of the vehicle.

With respect to flex fuel, EPCA 1992 requires that 75% of all new acquisitions be alternative fuel vehicles. Additionally, EISA 2007, requires that all new passenger vehicle acquisitions be low greenhouse gas. However, the attached memo states that vehicles designated as law enforcement and emergency response are exempt from the alternate fuel vehicle acquisition requirements. FYI, historically, every Administrator has leased alternative fuel vehicles.

With respect to leasing versus agency owned vehicle – the only difference is the leasing agreements can include maintenance cost in the lease rate. Everything else (fuel, registration and modifications) are outside the lease and/or purchase rates. Although this is the only difference, as you may know, maintenance can be very expensive.

I believe I provided you with responses to all we discussed. If not, please let me know.

Thanks

From: Allen, Reginald
Sent: Monday, May 01, 2017 9:09 AM
To: Jefferson, Gayle <Jefferson.Gayle@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>; Morina, Lenée <Morina.Lenee@epa.gov>; Randall, Brenda <Randall.Brenda@epa.gov>
Subject: FW: Suburban Options

Team

See Nino's note below – they are really trying to find a way to get the Administrator's vehicle faster – can one of draft a reply to his questions for me to respond.

Thanks
 Reggie

Reginald E. Allen
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879

From: Perrotta, Pasquale
Sent: Friday, April 28, 2017 5:15 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>

Privacy Info in Enforcement Records / Ex. 7(c)

Barnet, Henry <Barnet.Henry@epa.gov>

Privacy Info in Enforcement Records / Ex. 7(c)

Subject: Re: Suburban Options

Sir,

I believe the vehicle [redacted] has in his specifications is a Suburban. If you don't mind explaining to us specifically what are the specifications for such a purchase? So I understand clearly are we only to buy Flex fuel vehicles? If so what exactly are the regulations stating this requirement?

Many new suburbans to date do not specify flex fuel and I just don't want us all spinning our wheels here without clear guidance. For example our vehicles in our PSD fleet are not all flex fuel. I drive a Ford Interceptor and it is not flex fuel vehicle. So why is this the case and is there room for such a purchase for the Administrator's vehicle?

Let us know what our parameters are on this pending issue and thanks again for your patience.

V/r,

Nino Perrotta | Acting Special Agent in Charge
U.S. Environmental Protection Agency |
Protective Service Detail |
Perrotta.Pasquale@epa.gov | www.epa.gov
C: +1 202 263 9115



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Sent from my iPhone

On Apr 28, 2017, at 3:22 PM, Allen, Reginald <Allen.Reginald@epa.gov> wrote:

Guys

Are we not wanting a Suburban now? It is about to be ordered. Need to set you guys up with OARM Facilities so they can walk you the process they have for getting vehicles - not my process the agency/OARM process. Let me know when you guys have few minutes next week and I will set it up.

Reggie

Reginald E. Allen, SES
Assistant Deputy Chief of Staff
U.S. Environmental Protection Agency

Office 202-564-0444

Direct 202-564-1029

Cell 202-306-2879

On Apr 28, 2017, at 2:54 PM,

Privacy Info in Enforcement Records / Ex. 7(c)

wrote:

Good afternoon Sir,

As potential options for obtaining the Administrator's limo, I identified two dealerships within the D.C. area that have a vehicle that meets the stated wants of the Administrator and the security needs of the protection detail.

Both of these dealerships advised me they participate in the GSA leasing and purchase program and further advised they have the vehicle in stock and available for immediate delivery.

These vehicles have all the features that were requested.

The submitted quotes on a 2017 GMC Yukon Denali XL are located below for your review. I have been advised that these vehicles can be purchased or leased depending on the budget – and again – are available for immediate delivery.

Please advise if you need additional information. Thank you for your time in this matter.

Dealership # 1:

Joyce Koons Honda Buick GMC
Driven by Community
10660 Automotive Drive
Manassas, VA 20109
(See Attachment)

[2017 GMC Yukon XL Denali 4WD]

Dealership # 2

Ourisman Chevrolet Buick GMC of Alexandria
1800 Old Richmond Hwy
Alexandria VA 22303
www.chevroletofalexandria.com <<http://www.chevroletofalexandria.com>>
(703) 329-1300

2017 GMC Yukon XL 4WD
Onyx black exterior/Jet black interior/22"Crome 6 spoke

MSRP: \$78,495 plus fees

Gov't price: \$74,000. *

* no fees

[2017 GMC Yukon XL Denali 4WD]

Steven Shakir

Sales Consultant

Ourisman Chevrolet Buick GMC of Alexandria

w: (703) 329-1300

c: (301) 509-9245

V/r

Privacy Info in Enforcement Records / Ex. 7(c)

WARNING - THE INFORMATION CONTAINED HEREIN MAY INCLUDE LAW ENFORCEMENT SENSITIVE AND/OR PRIVACY ACT INFORMATION, THE FURTHER DISTRIBUTION OF WHICH (BEYOND THE RECIPIENTS TO WHOM IT HAS BEEN ADDRESSED) MAY BE IN VIOLATION OF FEDERAL INFORMATION SECURITY REGULATIONS, CIVIL AND/OR CRIMINAL LAW WITHOUT THE EXPRESSED PRIOR WRITTEN CONSENT TO RELEASE AND/OR DISSEMINATE FURTHER BY THE U.S. EPA-CID. IF YOU ARE NOT THE INTENDED RECIPIENT PLEASE CONTACT THE SENDER BY REPLY E-MAIL AND DESTROY ALL COPIES OF THE ORIGINAL MESSAGE AND ATTACHMENTS.

<image001.png>

<GMC Specs.pdf>

<2017-gmc-yukon-brochure.pdf>

<EPA.PDF>

<Federal Fleet Performance Follow-up Memo 4-12-13.docx>

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 5/1/2017 11:48:40 AM
To: Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
CC: Petrole, Maryann [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=594a55706f5342a7b5d213d2aff3153e-Petrole, MaryAnn]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
Subject: Re: Suburban Options

What exactly is the requirement - I want to make sure we are following the rules for leasing this type of vehicle.

Sent from my iPhone

On May 1, 2017, at 7:44 AM, Sterling, Sherry <Sterling.Sherry@epa.gov> wrote:

FYI --

From: Sterling, Sherry
Sent: Monday, May 01, 2017 7:43 AM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Morina, Lenée <Morina.Lenée@epa.gov>
Subject: FW: Suburban Options

Reggie – Per your note below, please give me a call (564-2701). Gayle is not in today and this seems to be going out of control.

Thanks.

Sherry

Sherry Sterling
 Acting Deputy Director
 Facilities Management and Services Division
 EPA/OARM/OA
 202-564-2701

From: "Allen, Reginald" <Allen.Reginald@epa.gov>
To: "Morina, Lenée" <Morina.Lenée@epa.gov>, "Randall, Brenda" <Randall.Brenda@epa.gov>, "Jefferson, Gayle" <Jefferson.Gayle@epa.gov>
Subject: FW: Suburban Options

Gayle and team

See below from PSD, will discuss Monday

Reggie

Reginald E. Allen

*Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office 202-564-0444
Direct 202-564-1029
Cell 202-306-2879*

Privacy Info in Enforcement Records / Ex. 7(c)

Sent: Friday, April 28, 2017 2:54 PM
To: Allen, Reginald <Allen.Reginald@epa.gov>
Cc: Perrotta, Pasquale <Perrotta.Pasquale@epa.gov>
Subject: Suburban Options

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Steven Shakir
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Sent: 2/10/2017 12:59:19 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: Re: Vehicle Approval

Is Phil a CID agent?

Sent from my iPhone

On Feb 9, 2017, at 4:03 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Technically, the Malibu is assigned to the Deputy Administrator. However, in the event the Administrator's vehicle is out of commission, the Malibu is used for the Administrator until his/her vehicle has been repaired.

Don is not driving the vehicle. The driver, Phil Somerville is driving him around.

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 3:19 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Subject: RE: Vehicle Approval

He made it sound like the Malibu was the Administrator's backup vehicle. Just curious – is Don driving himself around, or is he being driven by the protective detail. If he is being driven by the detail, are there any issues associated – since he is not the Administrator.

V

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:24 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: RE: Vehicle Approval

Hi Vaughn,

Did you ask Byford to check into any other requirements? He was a little confused.

Thanks

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:22 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Vehicle Approval

Hi Vaughn,

I just finished speaking with Byford regarding your concern with the driver, Phil Sommerville, operating the lights and siren for the Deputy Administrator's vehicle. The driver is not authorized to operate the emergency equipment because he is not a law enforcement (1811 series) employee.

Are there any other requirements you need me to check into? If so, please let me know.

Thanks

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 1:57 PM
To: Morina, Lenée <Morina.Lenée@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: Re: Vehicle Approval

I think there are other issues that need to be resolved - Bryford will call you.

Sent from my iPhone

On Feb 9, 2017, at 1:53 PM, Morina, Lenée <Morina.Lenée@epa.gov> wrote:

Hi Donna/Vaughn,

Below is the approval I received from Reggie Allen. Again, my apology for moving on this. When Donald said Donna told him to call me, I automatically thought Donna V. From here on out, I will confirm that the request is coming from Donna V.

If either of you need anything else, please let me know.

Thanks

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenée <Morina.Lenée@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

OK do it

Thanks

Reggie

Reginald E. Allen, SES
Director, Administrative and Executive Services
Office of the Administrator
U.S. Environmental Protection Agency
Office [202-564-0444](tel:202-564-0444)
Direct [202-564-1029](tel:202-564-1029)
Cell [202-306-2879](tel:202-306-2879)

On Feb 9, 2017, at 8:43 AM, Morina, Lenée <Morina.Lenée@epa.gov> wrote:

Good morning Reggie,

I hope all is well. I received a request yesterday from Donald Benton to upgrade the Deputy Administrator's Malibu to a Tahoe. The good news is, the Malibu lease is up and the Agency needs to replace the vehicle. However, I need approval from you for the specific type of vehicle (SUV) requested. GSA located a 2013 Silver Chevy Tahoe with 49k miles, per Donald's request. However, GSA later called back to inform FMSD that a 2013 black on black Chevy Suburban with 32k miles is available.

FMSD has provided Mardiko Ellis, AO's funding official, with the cost to remove the Law Enforcement Lights (LEL) \$600.00; potential cleanup cost for the Malibu \$1,000.00, and LEL installation for the Suburban \$3,200.00. Please provide your approval/disapproval via email. FYI, GSA informed FMSD that others are interested in the Suburban, therefore, AO will need to move quickly with approval of the lease for the SUV.

If you have any questions, please let me know.

Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 2/9/2017 8:19:29 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
Subject: RE: Vehicle Approval

He made it sound like the Malibu was the Administrator's backup vehicle. Just curious – is Don driving himself around, or is he being driven by the protective detail. If he is being driven by the detail, are there any issues associated – since he is not the Administrator.

V

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:24 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Subject: RE: Vehicle Approval

Hi Vaughn,

Did you ask Byford to check into any other requirements? He was a little confused.

Thanks

From: Morina, Lenée
Sent: Thursday, February 09, 2017 2:22 PM
To: Noga, Vaughn <Noga.Vaughn@EPA.GOV>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: RE: Vehicle Approval

Hi Vaughn,

I just finished speaking with Byford regarding your concern with the driver, Phil Sommerville, operating the lights and siren for the Deputy Administrator's vehicle. The driver is not authorized to operate the emergency equipment because he is not a law enforcement (1811 series) employee.

Are there any other requirements you need me to check into? If so, please let me know.

Thanks

From: Noga, Vaughn
Sent: Thursday, February 09, 2017 1:57 PM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>; Blankenship, Steven <Blankenship.Steven@epa.gov>; Sterling, Sherry <Sterling.Sherry@epa.gov>
Subject: Re: Vehicle Approval

I think there are other issues that need to be resolved - Bryford will call you.

Sent from my iPhone

On Feb 9, 2017, at 1:53 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Hi Donna/Vaughn,

Below is the approval I received from Reggie Allen. Again, my apology for moving on this. When Donald said Donna told him to call me, I automatically thought Donna V. From here on out, I will confirm that the request is coming from Donna V.

If either of you need anything else, please let me know.

Thanks

From: Allen, Reginald

Sent: Thursday, February 09, 2017 9:54 AM

To: Morina, Lenée <Morina.Lenee@epa.gov>

Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>

Subject: Re: Vehicle Approval

OK do it

Thanks

Reggie

Reginald E. Allen, SES

Director, Administrative and Executive Services

Office of the Administrator

U.S. Environmental Protection Agency

Office [202-564-0444](tel:202-564-0444)

Direct [202-564-1029](tel:202-564-1029)

Cell [202-306-2879](tel:202-306-2879)

On Feb 9, 2017, at 8:43 AM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Good morning Reggie,

I hope all is well. I received a request yesterday from Donald Benton to upgrade the Deputy Administrator's Malibu to a Tahoe. The good news is, the Malibu lease is up and the Agency needs to replace the vehicle. However, I need approval from you for the specific type of vehicle (SUV) requested. GSA located a 2013 Silver Chevy Tahoe with 49k miles, per Donald's request. However, GSA later called back to inform FMSD that a 2013 black on black Chevy Suburban with 32k miles is available.

FMSD has provided Mardiko Ellis, AO's funding official, with the cost to remove the Law Enforcement Lights (LEL) \$600.00; potential cleanup cost for the Malibu \$1,000.00, and LEL installation for the Suburban \$3,200.00. Please provide your approval/disapproval via email. FYI, GSA informed FMSD that others are interested in the Suburban, therefore, AO will need to move quickly with approval of the lease for the SUV.

If you have any questions, please let me know.

Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 2/9/2017 6:57:13 PM
To: Morina, Lenée [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=b4f60943342348028f52771a9bdc50d6-Lmorina]
CC: Vizian, Donna [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=cb2401bf8d4f441dbf27f21e122be2c5-Vizian, Donna]; Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]; Sterling, Sherry [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=5890ed2ab33947e8953f48979017dfb1-Sterling, Sherry]
Subject: Re: Vehicle Approval

I think there are other issues that need to be resolved - Bryford will call you.

Sent from my iPhone

On Feb 9, 2017, at 1:53 PM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Hi Donna/Vaughn,

Below is the approval I received from Reggie Allen. Again, my apology for moving on this. When Donald said Donna told him to call me, I automatically thought Donna V. From here on out, I will confirm that the request is coming from Donna V.

If either of you need anything else, please let me know.

Thanks

From: Allen, Reginald
Sent: Thursday, February 09, 2017 9:54 AM
To: Morina, Lenée <Morina.Lenee@epa.gov>
Cc: Cuscino, Glen <Cuscino.Glen@epa.gov>; Reeder, John <Reeder.John@epa.gov>
Subject: Re: Vehicle Approval

OK do it
 Thanks
 Reggie

Reginald E. Allen, SES
 Director, Administrative and Executive Services
 Office of the Administrator
 U.S. Environmental Protection Agency
 Office [202-564-0444](tel:202-564-0444)
 Direct [202-564-1029](tel:202-564-1029)
 Cell [202-306-2879](tel:202-306-2879)

On Feb 9, 2017, at 8:43 AM, Morina, Lenée <Morina.Lenee@epa.gov> wrote:

Good morning Reggie,

I hope all is well. I received a request yesterday from Donald Benton to upgrade the Deputy Administrator's Malibu to a Tahoe. The good news is, the Malibu lease is up and the Agency needs to replace the vehicle. However, I need approval from you for the specific type of vehicle (SUV) requested. GSA located a 2013 Silver Chevy Tahoe with 49k miles, per Donald's request. However, GSA later called back to inform FMDS that a 2013 black on black Chevy Suburban with 32k miles is available.

FMDS has provided Mardiko Ellis, AO's funding official, with the cost to remove the Law Enforcement Lights (LEL) \$600.00; potential cleanup cost for the Malibu \$1,000.00, and LEL installation for the Suburban \$3,200.00. Please provide your approval/disapproval via email. FYI, GSA informed FMDS that others are interested in the Suburban, therefore, AO will need to move quickly with approval of the lease for the SUV.

If you have any questions, please let me know.

Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Noga, Vaughn [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=D8B74EFE6BCB46B8B180DFBFE5CA4AD7-NOGA, VAUGHN]
Sent: 2/9/2017 6:18:03 PM
To: Blankenship, Steven [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=8bb27b744be644b1be9415b97be26fe2-sblanken]
Subject: Fwd: Transportation Request

What???

Sent from my iPhone

Begin forwarded message:

From: "Vizian, Donna" <Vizian.Donna@epa.gov>
Date: February 9, 2017 at 1:01:21 PM EST
To: "Noga, Vaughn" <Noga.Vaughn@EPA.GOV>
Subject: FW: Transportation Request

?

From: Morina, Lenae
Sent: Thursday, February 09, 2017 12:54 PM
To: Benton, Donald <benton.donald@epa.gov>
Cc: Vizian, Donna <Vizian.Donna@epa.gov>
Subject: Transportation Request
Importance: High

Good afternoon Donald,

I wanted to follow up with you regarding the request to upgrade the Deputy Administrator's Malibu. Great news, the lease is up on the Malibu so it is time to change out the vehicle. As mentioned yesterday, GSA located a 2013 Chevy Tahoe (gray) with 49k miles. However, after further checking their inventory, a 2013 black on black Chevy Suburban with 32k miles is available. FMSD provided Mardiko Ellis (funding official for the Administrator's office), with the following cost needed to complete the transaction:

- <!--[if !supportLists]--><!--[endif]-->Removal of the Law Enforcement Lights (LEL) from the Malibu - \$600.00;
- <!--[if !supportLists]--><!--[endif]-->Three months of payments for the Suburban - \$1,047.00 (\$349.00 per month);
- <!--[if !supportLists]--><!--[endif]-->LEL installation for the Suburban - \$3,200.00; and
- <!--[if !supportLists]--><!--[endif]-->Potential cleanup cost for the Malibu - \$1,000.00 (funds will be due upon receipt of bill from GSA).

Once FMSD receives the funding document to include cost for the first three items, we can move forward with the lease for the Suburban and the return of the Malibu. Lastly, Reggie Allen is aware of the requirement.

If you have any questions, please let me know.

Lenee' Morina
Branch Chief, Headquarters Services Branch
Facilities Management Services Division
Office of Administration/OARM
U.S. Environmental Protection Agency
202-564-5304

Message

From: Danley-Smith, Sylvia [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=57408B99CD2143809D10575FD1938F3A-SDANLEY]
Sent: 4/5/2017 8:08:23 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Subject: RE: Inadequate Requisition – Please Address Deficiencies (Requisition # PR-OARM-17-00311)

I believe it's easier to amend the PR.

Thanks for the update.

Respectfully,

Sylvia Danley-Smith

Lead Policy Analyst – Training Team

U.S. EPA | OARM/OAM/PTOD/APTSC | MC 3802R | 1200 Pennsylvania Ave, NW | Washington, DC 20460 | (202) 564-4753 |

From: Randall, Brenda
Sent: Wednesday, April 05, 2017 3:45 PM
To: Danley-Smith, Sylvia <Danley-Smith.Sylvia@epa.gov>
Subject: RE: Inadequate Requisition – Please Address Deficiencies (Requisition # PR-OARM-17-00311)

Hello Sylvia,

The Administrator's office has decided to change the vehicle type from a Tahoe to a Suburban. Therefore I have to change the description, the cost has increased, change the IGCE and get another letter from GSA (whew!). Can you please re-route the EAS PR back to me or is it easier to Amend (00311)? Please advise. Thanks, Brenda

From: Danley-Smith, Sylvia
Sent: Tuesday, April 04, 2017 4:48 PM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: Inadequate Requisition – Please Address Deficiencies (Requisition # PR-OARM-17-00311)

Will do.

Respectfully,

Sylvia Danley-Smith

Lead Policy Analyst – Training Team

U.S. EPA | OARM/OAM/PTOD/APTSC | MC 3802R | 1200 Pennsylvania Ave, NW | Washington, DC 20460 | (202) 564-4753 |

From: Randall, Brenda
Sent: Tuesday, April 04, 2017 4:32 PM
To: Danley-Smith, Sylvia <Danley-Smith.Sylvia@epa.gov>
Cc: Cox, Mi <Cox.Mi@epa.gov>; OAM-Review <OAM-Review@epa.gov>
Subject: RE: Inadequate Requisition – Please Address Deficiencies (Requisition # PR-OARM-17-00311)

Hi Sylvia,

Can you please give me a call in the morning on 564-4518, I get in at 6:00am.

I created an IGCE, even though I have never had to create one for this type of requirement. The Sole Source Justification, I have also drafted something. Please give me a call when you get in the office. Thanks

From: Danley-Smith, Sylvia

Sent: Friday, March 31, 2017 5:25 PM

To: Randall, Brenda <Randall.Brenda@epa.gov>; Coogan, Daniel <Coogan.Daniel@epa.gov>

Cc: Cox, Mi <Cox.Mi@epa.gov>; OAM-Review <OAM-Review@epa.gov>; Coogan, Daniel <Coogan.Daniel@epa.gov>

Subject: Inadequate Requisition – Please Address Deficiencies (Requisition # PR-OARM-17-00311)

Dear Brenda Randall/,

OAM has received your Purchase Requisition Number PR-OARM-17-00311. It was deemed to not be fully adequate for forwarding to a contracting officer for review at this time. Please see the Review Summary below for the items that require attention.

- Missing IGE – An IGE is required for this PR. Please visit the following website for more information on the requirements for this component:

https://usepa.sharepoint.com/sites/OARM_Community/oam.kms/Toolkits/Independent%20Government%20Estimates.aspx

- Missing Sole Source Justification – A Sole Source Justification is required for this PR. Please visit the following website for more information on the requirements for this component:

https://usepa.sharepoint.com/sites/OARM_Community/oam.kms/Toolkits/Competition.aspx

Please acknowledge receipt of this email (Reply All) within seven (7) days and begin addressing the identified deficiencies. Please note that all updates to your PR should be submitted through EAS. Feel free to contact me directly with any clarifying questions regarding the deficiencies listed.

If you need assistance addressing any of the deficiencies listed above, your Program Office/Regional Champion(s) (CC'd on this email) can provide assistance. A listing of Program Office/Regional Champions by program can also be found at: <https://oamintra.epa.gov/node/790>.

To learn more about the QCR process please visit OAM's Quality Control Review Initiative Intranet site (<https://oamintra.epa.gov/node/784>).

Best,
Sylvia Danley-Smith
Review Team Member

Message

From: Ellison, Mardiko [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=872FCE8A91FD488BB3B3B23C83BA4A82-MELLIS02]
Sent: 10/12/2017 9:00:27 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
CC: McCluney, Lance [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=c07ebdcfaa8949bcaf150c7bd6489f5c-LMCCLUNE]
Subject: FW: EP-G15H-01014 Mod P00007
Attachments: image2017-10-10-143937.pdf

Importance: High

Hi Brenda,

I just want to confirm with you that the vehicles and fleet card were transferred to Thomas Sharp. Thank you.

From: Randall, Brenda
Sent: Tuesday, October 10, 2017 5:14 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>; Metoyer, Bryford <Metoyer.Bryford@epa.gov>; Sampson, Rickie <Sampson.Rickie@epa.gov>; Sharp, Thomas <sharp.thomas@epa.gov>
Subject: FW: EP-G15H-01014 Mod P00007
Importance: High

Hello everyone,

Attached is the COR Nomination Modification for the Tahoe. Bryford, please expedite the Fleet Manager change from myself to Thomas. When Thomas receives the new GSA credit cards for the Suburban and Tahoe will that automatically de-activate my GSA cards? Thomas, can you please retrieve those GSA cards for me, after you receive your cards. I would like to make a copy of them and then destroy them. I am out of the office tomorrow, but early Thursday morning, I delivery both of these files to your office. Can you please send me your building and room information again. Thanks, Brenda

Very Respectfully,

Brenda R. Randall
Facilities Management & Services Division
Headquarters Services Branch
(Office) 202-564-4518

"Everyday is a day of new Mercy, we should treat it as if it's our last"

From: Wilson, Jessica
Sent: Tuesday, October 10, 2017 2:33 PM
To: Group DDC-Customer <DDC-Customer@epa.gov>
Cc: Randall, Brenda <Randall.Brenda@epa.gov>; Sharp, Thomas <sharp.thomas@epa.gov>
Subject: EP-G15H-01014 Mod P00007
Importance: High

Please confirm the receipt of this email.

Thank you,

Jessica V. Wilson
Contracting Officer

U.S. Environmental Protection Agency

OARM/OAM/HPOD/PCSC

Ronald Reagan Building #71223

1200 Pennsylvania Ave. NW Mail Code: 3803R

Washington, DC 20460

Phone: 202-564-2504

E-mail: wilson.jessica@epa.gov

Message

From: Randall, Brenda [/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=C12608BC3E3F4E56BF9AFC0D1558B1F4-BRANDALL]
Sent: 10/5/2017 9:35:05 PM
To: Ellison, Mardiko [/o=ExchangeLabs/ou=Exchange Administrative Group (FYDIBOHF23SPDLT)/cn=Recipients/cn=872fce8a91fd488bb3b3b23c83ba4a82-MELLIS02]
Subject: RE: PURCHASE CARD LOG

I already have Bryford working on it. Tom Sharp should have the new Fleet Cards for the Suburban and Tahoe, by the end of next week. Thanks Mardiko, I am going to miss you. Let's talk early Tuesday morning. Brenda

From: Ellison, Mardiko
Sent: Thursday, October 05, 2017 4:00 PM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: PURCHASE CARD LOG

Yes, this is very helpful. One more question. Would OA have to apply for a fleet purchase card?

From: Randall, Brenda
Sent: Thursday, October 05, 2017 9:47 AM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject: RE: PURCHASE CARD LOG

Good morning Mardiko,

Internal agency rules and practices / Ex. 2

From: Ellison, Mardiko
Sent: Thursday, October 05, 2017 9:17 AM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: RE: PURCHASE CARD LOG

Good Morning, you are welcome Brenda. See my question below.

Who do I contact when OA is ready to lease another vehicle for OA's senior staffers? Thank you.

From: Randall, Brenda
Sent: Wednesday, October 04, 2017 5:25 PM
To: Ellison, Mardiko <Ellison.Mardiko@epa.gov>
Subject: RE: PURCHASE CARD LOG

Thanks Mardiko

From: Ellison, Mardiko
Sent: Wednesday, October 04, 2017 4:10 PM
To: Randall, Brenda <Randall.Brenda@epa.gov>
Subject: PURCHASE CARD LOG

Brenda,

If you have any questions, contact me. Thank you.

*Mardiko Ellison
Office of the Administrator
Office of Administrative and Executive Services(OAES)
202-564-0401 Office
202-564-2744 Fax
Ellison.mardiko@epa.gov*

"Management's job is to convey leadership's message in a compelling and inspiring way. Not just in meetings, but also by example."-- Jeffrey Gitomer

Message

From: DC-WJCW-B200F-M@epa.gov [DC-WJCW-B200F-M@epa.gov]
Sent: 4/27/2017 7:58:47 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group
(FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Attachments: image2017-04-27-155847.pdf

Message

From: DC-WJCW-B200F-M@epa.gov [DC-WJCW-B200F-M@epa.gov]
Sent: 4/25/2017 8:49:00 PM
To: Randall, Brenda [/o=ExchangeLabs/ou=Exchange Administrative Group
(FYDIBOHF23SPDLT)/cn=Recipients/cn=c12608bc3e3f4e56bf9afc0d1558b1f4-BRandall]
Attachments: image2017-04-25-164900.pdf